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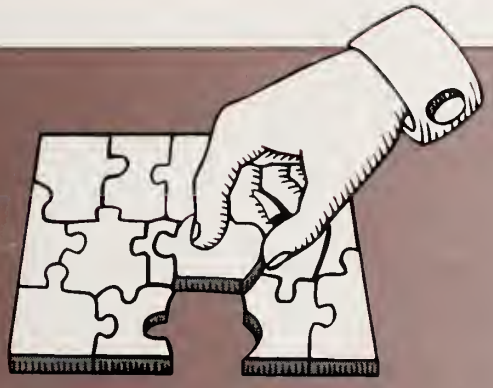
WILBRAHAM PUBLIC LIBRARY

2001 Annual Report
Town of Wilbraham



Decisions For the Decade

Community Preservation ?

Public Safety ?

Public Library ?

Public Schools ?

WILBRAHAM PUBLIC LIBRARY

2001 Annual Report Town of Wilbraham

FOREWORD

This Annual Report looks back on the year 2001, providing an overview of accomplishments of town departments, boards and committees. This is also a forward-looking document, reflecting on needs to be met as we journey into the 21st century.

In 2002, voters will be asked to consider a number of important initiatives:

⇒ to provide for a new public-safety facility,
⇒ to provide for the acquisition and preservation of open space, and
⇒ to provide for expansion of the public library.

These special projects – as well as providing a quality education -- set a direction for town affairs for several years to come and have significant community impacts.

We encourage you to read the reports and attend town meeting (May 6, 2002) to vote on the annual budget and business agenda of the town.

This book contains helpful information to serve you throughout the year:

⇒ town telephone numbers,
⇒ state and local government web-page addresses,
⇒ a schedule of regular government meetings,
⇒ contacts for community and civic groups,
⇒ a volunteer participation questionnaire,
⇒ a form to register special needs with emergency response teams,
⇒ information about local political party committees, and
⇒ addresses of your representatives to the United States Congress and the Massachusetts General Court.

Board of Selectmen

James E. Thompson, Chairman

Kevin J. Moriarty, Selectman

David W. Barry, Selectman

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In Memoriam

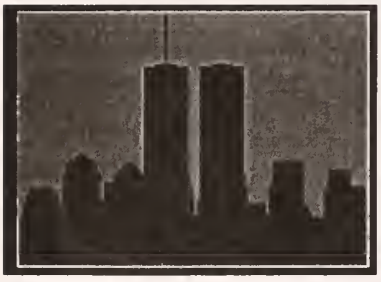
James Williard Pickett
1930 2000
Industrial Development Committee
Finance Committee
Republican Town Committee
Board of Registrars

Stephen W. Scharl
1948 2001
School Department
Public Access Television Advisory Board

Eileen M. Connor
1926 2001
School Department
Election Worker

Stanley N. Gore
1944 2001
Department of Public Works

Anne Marie Fabian
1936 2001
Election Worker



For the record

Because the Town Report is the only published document outlining the activities of town government in the Year 2001, be it duly noted that the Town of Wilbraham, through the volunteer spirit of its officers, employees and citizens reached out to the victims of the September 11 attacks, especially to the New York City locations.

The following entries from the minutes of meetings of the Board of Selectmen document the activities of community groups and particular individuals.

September 17, 2001

Chairman Thompson opened the meeting with observations about the events of September 11. A moment of contemplation was observed.

September 24, 2001

Letters of appreciation and thanks were signed for the following citizens, town officers and employees for specific actions demonstrating community spirit and assistance to residents in the aftermath of the terrorist attacks in Washington DC, Pennsylvania, and New York City on September 11, 2001:

Gloria Russell, United Church	For organizing a community picnic to identify needs that could be met through cooperative efforts of town, church and schools.
Jeffrey Lewis, Michael Lowe, John Garland, and Ron Lavoie, DPW	For assisting in prompt response to remove offensive graffiti.
Krys Viess DPW	For creating an initial opportunity for town officials and employees to donate funds to the American Red Cross.
Gayle Thornton DPW	For assisting with efforts at the Town Hall Office Building to contribute to collection of materials for "personal care kits" for rescue workers and victims.
Herta Dane Veterans' Dept.	For distributing flags throughout the Town Office Building.
Sarah McColgan Tobacco Control Program	For organizing and promoting the "personal care kits" at all levels of town government, including schools.
Kenneth R. Willette WFD	For highly effective communication with the schools and community groups, providing guidance for appropriate action by those seeking to contribute to the cause.
William J. Fogarty, Town Administrator	For representing the town to community groups, and encouraging others to participate in volunteer efforts on behalf of the rescue workers and victims.

Chairman Thompson also expressed appreciation for all citizen efforts which included such activities as donating blood, making generous contributions of money, displaying the flag of the United States from front porches and automobiles, offering prayers, and

organizing a community wide program for personal care packages, which has been a major focus for the participation of school children. He praised the efforts of individuals to find a meaningful way of lending support while demonstrating that the citizens of Wilbraham cared about the country and about the victims of the attacks.

October 1, 2001

Letters of appreciation and thanks were signed for the following citizens, town officers and employees for specific actions demonstrating community spirit and assistance to residents in the aftermath of the terrorist attacks in Washington DC, Pennsylvania, and New York City on September 11, 2001:

Donna M. Pugh United Church	For organizing and promoting the collection of "personal care kits" throughout the town: including parishioners, residents, school children and town officials.
Pastor Bruce McLeod, United Church	For organizing and promoting the collection of "personal care kits" throughout the town: including parishioners, residents, school children and town officials.
Assistant Pastor Lynne Dolan, United Church	For organizing and promoting the collection of "personal care kits" throughout the town: including parishioners, residents, school children and town officials.
Sergeant Raymond Kallaugher, WPD	For assisting in prompt response to the needs and concerns of our school administration, staff, parents and students.
Chief Kenneth R. Willette and Staff, WFD	For assisting in prompt response to the needs and concerns of our school administration, staff, parents and students; for organizing and promoting the collection of "personal care kits" throughout the town.
Christine Bergquist and Staff, Public Library	For organizing and promoting the collection of "personal care kits" throughout the town.
Caroline Cunningham and Volunteers, Public Access TV	For organizing and promoting the collection of "personal care kits" throughout the town.

Chairman Thompson also expressed appreciation for all citizen efforts which included such activities as donating blood, making generous contributions of money, displaying the flag of the United States from front porches and automobiles, offering prayers, and organizing a community wide program for personal care packages, which has been a major focus for the participation of school children. He praised the efforts of individuals to find a meaningful way of lending support while demonstrating that the citizens of Wilbraham cared about the country and about the victims of the attacks.

In a related matter, selectmen discussed the special fund organized by the Massachusetts Municipal Association.

MOTION: To endorse the *Always Remember 9-11 Fund*, organized by the National League of Cities and Towns. (MORIARTY, BARRY) Approved 3-0.

Selectmen requested that staff and town department be informed about the existence of the fund which will specifically benefit public employees in the disasters in Washington, New York and Pennsylvania.

Caring goes on…

Wilbraham's care and concern did not end with these few official notations. The Wilbraham and Monson Academy offered a community blood drive, fire and police officers from Wilbraham went to New York City to assist the uniformed services on location, and local health officials responded to the need for education and information about hazards in the mail.

Best wishes to retirees

Sergeant Donald A. Braccia
30 years
Wilbraham Police Department

Retirees of the
Hampden-Wilbraham Regional School District
are listed on page 130

WILBRAHAM FACTS

Settled: 1731
Incorporated: June 15, 1763
Population: 13,473 (federal census 2000)
Dwellings: 5048
Area: 22 Square Miles
Highest Altitude: Mount Chapin 937 feet

PUBLIC SCHOOLS

Grade Pre-K-1 Mile Tree School (596-6921)
Grade 2-6 Memorial School (596-6821)
Grade 2-6 Stony Hill School (599-1950)
Grade 2-6 Soule Road School (596-9311)
Grade 7-8 Middle School (596-9061)
Grade 9-12 Minnechaug Regional High School (596-9011)

PRIVATE NURSERY, PRESCHOOL & DAY CARE

The Burch Tree - 971 Main Street (596-9819)
Clinton Nursery School - 675 Stony Hill Road (596-5576)
Country Day School - 88 Stony Hill Road (543-3649)
Epiphany Preschool – 20 Highland Avenue (596-7245)
Fiddlestix - 36 Maple Street (596-6424)
Learning Links - 215 Manchonis Road Extension (596-9509)
The Kid's Place - 2149 Boston Road (596-9509)
Wilbraham United Church - 500 Main Street (596-2511)
Discoveries Stay & Play Child Care Program – 8 Woodland Dell (596-3049)

CHURCHES

Christ the King (Lutheran) – 758 Main Street
Church of the Epiphany (Episcopal) – 20 Highland Avenue
Evangel Assembly of God – 2341 Boston Road
Glendale Methodist Church – 944 Glendale Road
Grace Union Church (Congregational) – Chapel Street
St. Cecilia Church (Roman Catholic) – 64 Main Street
Wilbraham United Church (Congregational Methodist) – 500 Main Street
Wilbraham Bible Church

PRIVATE SCHOOLS

Wilbraham & Monson Academy - 423 Main Street

DIRECTORY FOR TOWN DEPARTMENTS AND SERVICES

EMERGENCIES
911
Fire, Police, Ambulance

Accounting---------- 596-2800
Ambulance, Non-emergency business---------- 596-2273
Board of Appeals (Zoning)---------- 596-2822
Assessors---------- 596-2817
Building Department---------- 596-2804
Conservation ---------- 596-2822
Dog Officer---------- 596-2006
Public Works , Engineering ----------596-2807
Fire Department, Non-emergency business---------- 596-3122
Housing Authority----------543-1700
Library---------- 596-6141
Planning & Community Development---------- 596-2806
Police Department, TDD---------- 596-4357
Police Department, Rape Reporting Only---------- 596-2100
Police Department, Non-emergency business---------- 596-3837
Public Access Television---------- 599-0940
Charter Communications (cable subscriber services) - 583-5171
Recreation---------- 596-2816
Coach Information ---------- 596-2402
School, Superintendent---------- 596-3884
Selectmen/Town Administrator---------- 596-8111
Senior Center----------543-8201
Tax Collector---------- 596-2813
Tobacco Control---------- 596-2824
Town Clerk---------- 596-2809
Trash Stickers & Recycling---------- 596-2814
Treasurer---------- 596-2811
Veterans Services ---------- 596-8111

Wilbraham on the Web

With links to town departments and divisions

www.ci.wilbraham.ma.us

Public Television: www.friendsofwpa.org
Public Television: www.wpatv.org
Public Library: www.wilbrahamlibrary.org

FEDERAL AND STATE DELEGATION

GOVERNOR
A. Paul Cellucci
State House Room 360
Boston, MA 02133
Phone: 1-617-727-3600

U.S. SENATOR
Edward M. Kennedy (D)
J.F.K. Building, Suite 2400
Boston, MA 02203
Phone: 1-617-565-3170

315 Senate Russell Office Building
Washington, DC 20510

U.S. SENATOR
John F. Kerry (D)
One Bowdoin Square, 10th floor
Boston, MA 02114
Phone: 1-617-565-8519

421 Senate Russell Office Bldg.
Washington, DC 20510
Phone: 1-202-224-2742

145 State Street, Suite 504
Springfield, MA 01103
Phone: 413-785-4610

REPRESENTATIVE
2nd Congressional District
Richard E. Neal (D)
Federal Office Building
1550 Main St.
Springfield, MA 01103
Phone: 413-785-0325

2431 Rayburn House Office Building
Washington, DC 20515
Phone: 1-202-225-5601

REPRESENTATIVE
13th Hampden District
Gale D. Candaras (D)
643 Tinkham Rd.
Wilbraham, MA 01095
Phone: 413-599-9779

State House, Room 136
Boston, MA 02133
Phone:1-617-722-2396

SENATOR
1st Hampden District
Brian P. Lees (R)
527 Main Street
Indian Orchard, MA 01151
Phone: 413-543-2167

State House Room 308
Boston, MA 02133
Phone: 1-617-722-1291

TOLL FREE CITIZEN INFORMATION

Secretary of the Commonwealth
1-800-392-6090

Commonwealth on the Web: www.mass.gov

ELECTED OFFICIALS

Board of Selectmen & Board of Health

James E. Thompson,Chr.	(D)	2002
Kevin J. Moriarty	(D)	2003
David W. Barry	(D)	2004

Town Clerk

Beverly J. Litchfield	(D)	2003

Moderator

Arthur F. Dionne	(R)	2003

Board of Assessors

Frederick C. Peck III (resigned)	(R)	2003
W. Rose Chapman (appointed to partial term)	(D)	2002
Richard Howell, Chr.	(R)	2004
Dorothy A. Gates	(D)	2002

Regional School Committee

Lois Megliola	(R)	2004
Pamela C. Burch	(R)	2003
Allan Neelans	(R)	2003
Peter Salerno	(R)	2002
Paula Tingle, Chr	(D)	2002

Tree Warden

Gordon R. Long	(R)	2003

Cemetery Commissioners

Peter W. Ablondi	(R)	2004
Donna L. Fountain, Chr.	(R)	2002
J. Bruce Tingle	(D)	2003

Water Commissioners

Zigmund A. Peret	(R)	2003
William R. Baldwin	(R)	2004
Albert E. Kirk, Chr.	(R)	2002

Board of Library Trustees

Deborah J. Reavey	(R)	2003
Susan Magee	(R)	2003
Barbara W.Fitzgerald, Chr	(R)	2004
William R. Massidda	(R)	2004
Coralie M. Gray	(R)	2002
Llewellyn S. Merrick	(R)	2002

Planning Board

Laurie Ely Bongiorni	(D)	2002
Edward T. Stevenson	(R)	2003
Donald Williams	(D)	2004
Richard E. Butler	(R)	2005
Frederic W. Fuller, Chr	(R)	2006

Housing Authority

Robert F. Little	(U)	2002
Douglas Mercier	(D)	2003
Michelle Lawler, Chr	(R)	2005
Richard D. Bourgeois	(R)	2006
R. Earl Hermance (State appointee)	(R)	2004

Poundkeeper

Gilles E. Turcotte	2002

Surveyors of Lumber

Edward P. Lindsay Jr.	2002
William H. Garvey	2002

Measurers of Wood & Bark

Stanley Gore	2002
William H. Garvey	2002

Field Drivers

Dorrance T. Green	2002
John Garvey	2002

Weighers of Grain

Alton McDonald	2002
Jesse L. Rice	2002

DEPARTMENT DIRECTORS

(appointment date noted, if applicable)

Town Administrator
William J. Fogarty (2004)

Assistant Town Administrator
Joan D. Paris

Town Clerk
Beverly Litchfield

Treasurer/Collector
Thomas P. Sullivan

Town Accountant
JoAnne DeGray (2003)

Assistant Assessor
Manny Silva (2002)

Police Chief
Allen M. Stratton (2003)

Fire Chief
Kenneth R. Willette (2004)

Director, Central Dispatch
Thomas Cortis

Director, DPW, Town Engineer
Edmond W. Miga Jr. (2003)

Assistant Director, DPW
Ronald Lavoie

Superintendent of Streets
Frank Shea

Director, Water Department
Michael Framarin

Director, Planning Department
John Pearsall

Director, Information Technology
Antonio Pagan

Building Inspector/Zoning Officer
Lance Trevallion (2002)

Director, Recreation Department
Bryan Litz

Director, Library
Christine Bergquist

Director, Public Access TV
Caroline Cunningham

Director, Senior Center
Dorothy Hooper

Health Agent and Sanitarian
Lorri McCool (2002)

Director, Tobacco Consortium
Sarah McColgan

APPOINTED TOWN OFFICIALS, BOARDS AND COMMITTEES

Assistant Town Accountant

Nancy Johnson	June 2002

Council on Aging

Virginia Rickert	May 2003
Mary A. Irla	May 2003
Barbara Fisk	May 2004
Alfred Brazee	May 2004
Theresa B. Munn	May 2002
Fred Biel	May 2002
Marguerite Zwarycz	May 2002
Rev. John Gawienowski	May 2003

Ambulance Oversight Committee

Paula Chevrier	May 2003
Alan S. Peck	May 2004
Brad Pinney	May 2002
Larry Robbins	May 2002
John Liebel	May 2004

Animal Inspector

Dorsie R. Kovacs, DMV April 2002

Animal Control Officer

Gilles Turcotte May 2002

Assistant Animal Control Officer

Anne Turcotte May 2002

Archivist

Coralie M. Gray May 2002

Board of Appeals (Zoning)

Mark J. Albano	May 2003
Thomas W. Counos	May 2003
Edward E. Kivari	May 2003
Carol Lynch	May 2004
Charles A. Pelouze	May 2002

Board of Registrars

Rodney Fountain (R)	May 2004
Thomas Mango (D)	May 2003
John Shea (R)	May 2002

Cable TV Advisory Committee

Robert Berger	May 2004
James H. Ross III	May 2004
Linda K. Fuller	May 2004
Richard Taft	May 2004
Roy Scott	May 2004
John W. Welch	May 2004
Steven Judycki, Chr.	May 2004

Capital Planning Committee

Sue Bunnell	May 2003
Marcia B. Zimmer	May 2003
Brenda Canning	May 2003
Robert L Quintin	May 2004
Robert Russell	May 2002

Conservation Commission

John Sullivan	May 2003
George Reich	May 2003
Thomas R. Reavey	May 2003
Christopher J. Brown	May 2004
Stoughton L. Smead	May 2004
Patricia A. Ross, Chr.	May 2002
Robert McMaster	May 2002

Constable

Kirk Burkins	May 2002
Alton McDonald	May 2002

Crane Park Memorial Committee

Frank A. Everton	to project
Richard Prochnow	completion
Len Hickey	
Marge Trimble	
Joseph Motyl	
William Garvey	

Cultural Council

Barbara Los	May 2003
Carolyn Zawacki	May 2003
Lee Fontaine	May 2003
Jennifer Chapin	May 2003
Barbara Ziskind	May 2003
Judy L. VanRaalte	May 2003

Charles F. Bennett	May 2003
Sharon Tellier	May 2002
Jean C. Albano	May 2003

Commission on Disabilities

John R. Chase	May 2003
Elaine Scott	May 2003
Anne M. Metayer	May 2003
Susan Kramer	May 2002
Evelyn O'Brien	May 2002
Diane DaSilva	May 2002
VACANCY (town official)	May 2004
Donald F. Haynes	May 2004
Debbie McDonald	May 2004

Electrical Inspector

Daniel Driscoll	May 2002

Fair Housing Committee

Carolyn Zawacki	May 2002
Donna Roundy	May 2002
VACANCY	May 2002

Fence Viewer

Jesse L. Rice	May 2002

Finance Committee

Susan Bunnell	May 2003
Domenick LaSorsa	May 2003
Paul DeSantis	May 2003
Ken R. Furst	May 2004
Kevin Dorsey	May 2004
Marcia Zimmer	May 2004
Kevin O'Donnell	May 2002
Robert G. Gale	May 2002
Judith A. Curran	May 2002

Board of Fire Commissioners

Alton E. McDonald	May 2002
Gary Petzold	May 2003
John N. Sampson	May 2004

Advisory Board of Health

Marie B. Chivers	May 2002
Patricia Sicotte	May 2002
Marcia B. Zimmer	May 2002
Judith C. Dionne	May 2002
Kevin E. Schmidt	May 2002
Loralee Nelson	May 2002
Thomas G. MaGill	May 2002

Advisor, Board of Health

Walter J. Pacosa	May 2002

Historical Commission

Richard J. Howell	May 2003
Bruce Tingle	May 2003
William Gatchell	May 2004
Carol M. Albano	May 2004
Steve M. Gray	May 2002
Elizabeth N. Cahill	May 2002
Jennifer Rothschild-Shea	May 2002

Historic District Study Committee

Kevin Rothschild-Shea	to project
Coralie M. Gray	completion
Tom Forcier	
John Tousignant	
Carol Albano	
Jane Morello-Stambaugh	
David Bennett	

Local Emergency Planning Committee

Holly Jerdi	May 2002
Allen M. Stratton	May 2002
Bradley Pinney	May 2002
Thomas Cortis	May 2002
Robert A. Ruszeck	May 2002
Nick Yarmac	May 2002
Caroline Cunningham	May 2002
Ralph Guyer	May 2002
Edmond J. Miga	May 2002
Lorri McCool	May 2002
Richard Scortino	May 2002
Dorothy Hooper	May 2002
Kenneth R. Willette	May 2002
David W. Barry	May 2002
William J. Fogarty	May 2002
Stoughton Smead	May 2002

Assistant Emergency Manager

Paul Civetti	May 2002

Open Space and Recreation Plan Committee

Kathryn Leary	May 2003
Cathy Callaghan	May 2003
Suzanne Garber	May 2003
James Mauer	May 2003
Lorelei Hewitt	May 2004
Kathy Sweeney	May 2004
Coralie M. Gray	May 2004
Denny Smith	May 2004
Kathleen Collins	May 2002
Stephen Bosworth	May 2002
Robert McCollum, Chr.	May 2002
Steve Lawson	May 2002

Park Commissioner & Pest Control

Gordon Long	May 2002

Parking Clerk

Diane Guihan	May 2002

Personnel Board

Jennifer C. Bourgeois	May 2003
Camie Lamica	May 2004
Barbara Ralph	May 2004
Joan Lyons	May 2002
Jack Wilson	May 2002

Planning Board Associate

VACANCY	May 2002

Playground and Recreation Commission

Mary Burnham	May 2003
Thomas Courtney	May 2003
John O'Connor	May 2004
Joel Castleman	May 2004
Karen Murphy	May 2002
Trant Campbell	May 2002
Mark Jones	May 2002

Plumbing and Gas Inspector

Bernard Sears	May 2002

Public Access TV Committee

Edward J. Chapman	May 2002
Mary Ripley	May 2002
Raymond Syriac	May 2002
Sandra Belcastro	May 2002
Claudette Burque	May 2002
Olga Karplus	May 2002
Thomas M. Nestor	May 2002
Richard Scott	May 2002
Linda K. Fuller	May 2002
Lorrie Willette	May 2002

Public Safety Building Committee

David W. Barry, Chr.	to project
William J. Fogarty	completion
Allen M. Stratton	
Kenneth R. Willette	
Edward T. Rigney	
Marcia B. Zimmer	
Susan Bunnell	
Mary A. Irla	
Ralph Guyer	
John D. Ross III	
John L. Doleva	
Jeffrey T. Wilcox	
Alton McDonald (*ex officio*)	

Public Safety Facilities Designer Selection Committee

Kevin J. Moriarty	to project
John N. Sampson	completion
Edward T. Rigney	
Lance Trevallion	
Allen M. Stratton	
Kenneth R. Willette	
William J. Fogarty	

PVPC Alternate Commissioner

John Pearsall	Oct 2002

PVPC Joint Transportation

Tonya Capparello	May 2002

PVTA Advisory Board

William Lyons III	May 2002

Sealer of Weights and Measures
William Garvey May 2002

Sewer Advisory Committee
Joseph R. Kakley May 2003
Kelvin S. Kwong May 2003
Ruly Zachary May 2004
James V. Dowd May 2002
Glen Zenor May 2002

Solid Waste Advisory Committee
Ed Kramer May 2002
Alicia Roy May 2002

Assistant Town Clerk
Carole Tardif May 2003

Town Counsel
Michael T. Hassett May 2002

Veterans' Agent
Richard J. Prochnow May 2002

Veterans' Graves Officer
Doug Mercier May 2002

DEMOCRATIC TOWN COMMITTEE

John F. O'Connor, Chairman
Judith Falzone, Secretary
Madeline Flanagan, Treasurer
Gale D. Candaras, State Representative

Lifetime Members
John Fitzgerald
Thomas Gallagher
Mary E. Hadley
Mary A. Irla
Maralyn E. Jackson
Barbara Kirby
Joseph R. Mathews
Douglas R. Mercier
Kevin J. Moriarty

Elected Members
David W. Barry
Virginia Barry
Laurie Bongiorni
Johanna Desautelle
Daniel J. Driscoll
Joseph Falzone
Francis Flanagan
Michael J. Flynn
John Gagnon
Dorothy A. Gates
Edward W. Irla, Sr.
Mark F. Jones
Edward E. Kivari, Jr.
Beverly Litchfield
Peter Litchfield
Barbara Ann M. Los
Thomas Mango
Brandon Mercier
Charlotte Mercier
Russ Mitchell
Patricia Nordstrom
Claire S. O'Connor
Dr. Alan S. Peck
Stella A. Pierce
Steven Reilly
John Sullivan
James E. Thompson
Bruce J. Tingle
Paula Tingle
Don Williams
Mary Jane Willms
Arthur D. Wolf
Carolyn Zawacki

Associate Members
Lisa Jones

The Democratic Town Committee promoted the election and appointment of qualified Democrats for public office. Any registered Democrat interested in joining the Democratic Town Committee is invited to contact any member for information.

REPUBLICAN TOWN COMMITTEE

Debbie Reavey, Chair
Linda Prystupa, Vice Chair
Donna L. Fountain, Treasurer
Pamela Burch, Secretary
Judith C. Dionne, Nom. Chairman

Elected Members

Jeremie Arthur
Honey Baldwin
William Baldwin
Alan Burch
Kirk E. Burkins
Adele Chester
David Chivers
Rodney W. Fountain
Sally Fuller
Richard J. Howell
Ann Marie Kibbe
Catherine W. Labine
Richard Labine
Joseph Lawler
Michelle Lawler
Charity Marlatt
Barbara Mudgett
Jack Mudgett
Craig Nakashian
Barbara Putnam
Thomas Reavey
Elizabeth Sallade
Frederick Sallade
Constance Sattler
Garrett P. Smith
T. Robert Swallow
Anthony J. Vecchio
Joan Vecchio

Associate Members

Peter Ablondi, Frank C. Barbaro, Richard Bourgeois, Eileen Deane, Arthur Dionne, Mark Gregorie, Robert Howe, , John McCarthy, Joyce McComb, Patrick McComb, Carlton Mappin, Lois R. Megliola, Vigrinia Neil, Michael Santos, Roy L. Scott, Leroy "Chip" Stacy, Edward Szczebak, Tracy "Rocky" Whitney

Honorary Members

Herman Grandchamp
Brian P. Lees, State Senator

The Wilbraham Republican Town Committee (WRTC) reminds everyone that **your vote does count!** The purpose of the WRTC is to promote the principles, ideas, and candidates of the Republican party, to ensure quality representative government and to maintain a strong two-party system in Wilbraham. The Committee has and will continue to seek out and support qualified Republicans for public office at all levels of government. Anyone interested in joining this diverse committee may contact us by e-message to tdreavey@hotmail.com or write to WRTC, 270 Soule Road, Wilbraham, MA 01095

SCHEDULED MEETINGS

All meetings are subject to change.
All meetings are posted with the Town Clerk at least 48 hours in advance.

Contact committee before bringing item for discussion to allow for agenda preparation.

COUNCIL ON AGING
1st Wednesday, 7:15 p.m.
Senior Center

HISTORIC DISTRICT STUDY COMMITTEE
2nd Thursday, 7:00 p.m.
Town Offices

BOARD OF LIBRARY TRUSTEES
3rd Tuesday, 6:00 p.m.
Library

PLAYGROUND AND RECREATION COMMISSION
1st Thursday, 7:00 p.m.
Town Offices

PUBLIC ACCESS CABLE TV COMMITTEE
3rd Monday, 7 p.m., Sept-June
Red School

BOARD OF SELECTMEN
Every Monday, 7:00 p.m.
Alternate Tuesdays June-August
Town Offices

SEWER ADVISORY BOARD
2nd Monday, 7 p.m.
DPW Building

SOLID WASTE ADVISORY COMMITTEE
2nd Tuesday, 7:30 p.m.
Red School

WATER COMMISSION
1st & 3rd Mondays, 7:30 p.m.
DPW Building

The following boards and committees meet at dates and times posted at the Town Office Building:

Advisory Board of Health
Ambulance Oversight Committee
Board of Assessors
Board of Appeals
Capital Planning Committee
Cable TV Advisory Committee
Cemetery Commission
Conservation Commission
Commission on Disabilities
Cultural Council
Finance Committee
Fire Commission
Historical Commission
Housing Authority
Local Emergency Planning Committee
Open Space and Recreation Plan Committee
Personnel Board
Planning Board
Regional School Committee

Town Clerk

2001 Annual Town Election, May 12, 2001

Total Registered Voters --- 8674
Total Vote Cast ---------- 2513
% Voted ---------- 29%

Voted by Precinct	Total Registered
Precinct A - 582	2240
Precinct B - 622	2263
Precinct C - 606	2245
Precinct D - 703	1926

SELECTMAN – 3 YRS.

David W. Barry	D	1410*
David W. Huber	R	479
John M. Lovejoy		603

ASSESSOR – 3 YRS

Richard J. Howell	R	1815*
Misc. write-ins		11

REG. SCHOOL COMMITTEE – 3 YRS

Lois R. Megliola	R	1851*
Misc. write-ins		7

REG. SCHOOL COMMITTEE – 1 YR.

Peter T. Salerno	R	1793*
Misc. write-ins		8

CEMETERY COMMISSIONER – 3 YRS

Peter W. Ablondi	R	1858*
Misc. write-ins		8

WATER COMMISSIONER – 3 YRS

William R. Baldwin	R	1806*
Misc. write-ins		1

LIBRARY TRUSTEE – 3 YRS

Barbara w. Fitzgerald	R	1181*
William R. Massidda	R	1420*
Ellen B. Dyke	D	1025
Misc. write-ins		3

PLANNING BOARD – 5 YRS

Frederic W. Fuller, III	R	1644*
Misc. write-ins		73

WILB. HOUSING AUTH. -5 YRS

Richard D. Bourgeois	R	1747*
Misc. write-ins		6

WILB. HOUSING AUTH. – 2 YRS

Douglas R. Mercier	D	1729*
Misc. write-ins		8

WILB. HOUSING AUTH. – 1 YR

Robert F. Little	R	1766*
Misc. write-ins		5

* Denotes Winner

Attest: *Beverly J. Litchfield*, CMC
Town Clerk

Annual Town Meeting, May 1, 2000

Attendance Precinct A: 42
Precinct B: 87
Precinct C: 56
Precinct D: 69
Total ----------254

In accordance with the Warrant, as posted, the inhabitants of the Town of Wilbraham, qualified to vote in Town affairs, met in Minnechaug Regional High School. At 7:10PM the Moderator, Arthur F. Dionne, noted a quorum was present and called the meeting to order. The Pledge of Allegiance was then recited followed by Town Clerk Beverly J. Litchfield reading the call of the meeting.

The Moderator welcomed all and explained that Selectman Frank Everton was absent due to illness. He also explained that State Representative Gale Candaras would be absent due to budget issues in Boston.

ARTICLE 1. Choosing Miscellaneous Officials: Passing by unanimous vote that the following persons be elected to the indicated offices for the ensuing year:

Poundkeeper	Gilles E. Turcotte
Surveyors of Lumber	Edward P. Lindsay Jr. & William H. Garvey
Measurers of Wood & Charcoal	Stanley Gore & William H. Garvey
Field Drivers	Dorrance T. Green & John Garvey
Weighers of Grain	Alton McDonald & Jesse L. Rice

At this time a motion to recess to the Special Town Meeting was made and seconded. The motion passed by unanimous vote. Meeting recessed at 7:15PM.

At 7:40 PM the Annual Town Meeting reopened. The Moderator proceeded with the reading of the "In Memoriam 2000 Town, Officials and Employees". Those names read were J. Willard Pickett, Mitchell Misiaszek (2001), Richard Grono, Gloria Jurkowski, Marie Bouchard, and James Crowley. A moment of silence was held in their honor.

The Selectmen honored Brenda Dietrich for her hard work and dedication in providing quality education here during her time as School Superintendent for the Hampden/Wilbraham Regional School District.. She was presented with a small token of appreciation.

The Moderator commenced with an explanation of the process concerning the "Consent Agenda." The articles included in the consent agenda were then read, one at a time. After each article the Moderator asked if there were any questions. If there were none, he proceeded with the next article.

A motion was made and seconded to accept the consent agenda articles. This motion passed by unanimous vote. Articles passed by consent agenda were 2, 6, 8, 10, 12, 23, 25, 27, 28, 29, 30, 32, and 33.

ARTICLE 2. Parliamentary Procedures: (Consent Agenda) Finance Committee Recommends. Passing by unanimous vote that the Town accept special parliamentary procedures for the purpose of implementing the provisions of Chapter 580 of the Acts of 1980 (Proposition 2 ½), as amended, and set forth in a document entitled "Article 2, Exhibit A," on file with the Town Clerk.

ARTICLE 3. Reserve Fund: Finance Committee Recommends. Passing by a majority vote (one opposed) that the Town raise or appropriate from Free Cash ($96,000), available funds ($100,000) and overlay funds certified as excess by the Board of Assessors pursuant to Section 50 of Chapter 59 of the Massachusetts General Laws ($26,000), the sum of $222,000 for a Fiscal Year 2002 Reserve Fund.

ARTICLE 4. Stabilization Fund: Finance Committee Recommends. Passing by unanimous vote that the Town will raise or appropriate from Free Cash the sum of $34,000 to the Stabilization Fund.

ARTICLE 5. Water Division Reserve Fund: Finance Committee Recommends. Passing by unanimous vote that the Town raise or appropriate from water receipts the sum of $50,000 for a Fiscal Year 2002 Water Division Reserve Fund.

ARTICLE 6. Receipts Reserved for Appropriation for Ambulance: (Consent Agenda) Passing by unanimous vote that the Town appropriate $285,014 from Receipts Reserved for Appropriation for Ambulance to Ambulance personal services and operating costs, pursuant to Section 5 of Chapter 40 of the Massachusetts General Laws.

ARTICLE 7. Appropriations for Purchase of an Ambulance Vehicle: Finance Committee Recommends. Passing by unanimous vote that the Town appropriate $35,000 from Receipts Reserved for Appropriation for Ambulance and $105,000 from the ambulance depreciation account for vehicle and equipment replacement for the purchase of a new ambulance vehicle, pursuant to Section 5 of Chapter 40 of the Massachusetts General Laws.

ARTICLE 8. Receipts Reserved for Appropriation for Cemeteries: (Consent Agenda) Finance Committee Recommends. Passing by unanimous vote that the Town appropriate $9,000 from Receipts Reserved for Appropriation for Cemeteries to Cemetery operating costs, pursuant to Section 5 of Chapter 40 and Section 16 of Chapter 114 of the Massachusetts General Laws.

ARTICLE 9. Appropriation for Veterans Memorial: Finance Committee Recommends. Passing by unanimous vote that the Town appropriate $5,000 from Free Cash to partially fund construction of a memorial in Crane Park honoring veterans of World War II, the Korean War and the Vietnam War.

Veterans Agent Richard Prochnow described the design of the monument and explained that the total cost of the monument was $25,000 with most of the funds

coming from private donations.

ARTICLE 10. Conservation Fund: (Consent Agenda) Finance Committee Recommends. Passing by unanimous vote that the Town raise and appropriate $7,000 to the Conservation Fund for open space acquisition, in accordance with Section 8C of Chapter 40 of the Massachusetts General Laws.

ARTICLE 11. Budget Appropriations: Finance Committee Recommends. Passing by a majority vote (two opposed) that the Town accept the report of the Finance Committee and to appropriate the sum of $24,060,594 to cover the necessary capital expenditures and operating expenses of the Town for Fiscal Year 2002 (July 1, 2001 to June 30, 2002) per appropriations listed separately and incorporate herein by reference, and to provide said appropriations as follows:

Transfer	from:	Water Receipts	$1,035,091
	to:	Water Enterprise Fund	
	from:	Solid Waste Receipts	$337,805
	to:	Solid Waste Enterprise Fund	
	from:	Sewer Receipts	$450,361
	to:	Sewer Enterprise Fund	
	from:	Offset Receipts	$ 18,000
	to:	Dog Officer Expenses	

Amount of Certified Free Cash Required for FY 2002 Municipal Appropriations: $467,650

Finance Committee Chairman Greg Gale gave a presentation and explained the make up of the Finance Committee. He then proceeded to thank Bill Fogarty and Nancy Johnson for all of their efforts and support. The Finance Committee was thanked for all of their efforts and the line item budget was then read.

When Budget 301 was reached, Pam Burch, representing the Regional School Committee, gave a brief presentation assisted by Paula Tingle. She listed the other members of the Committee and provided handouts for those in attendance.

ARTICLE 12. Waste Water Enterprise Fund Retained Earnings: (Consent Agenda) Finance Committee Recommends. Passing by unanimous vote that the Town appropriate $38,960 from available funds in the Waste Water Enterprise Fund retained earnings account for the purpose of purchasing a truck.

ARTICLE 13. Solid Waste Enterprise Fund Retained Earnings: Finance Committee Recommends. Passing by unanimous vote that the Town appropriate the sum of $124,680 from available funds in the Solid Waste Enterprise Fund retained earnings account for the purpose of funding solid waste disposal operating expenses.

ARTICLE 14. Authorization to Borrow for Capital Outlays: Finance Committee Recommends. Requiring a 2/3rd vote to pass, declared passed by a majority by the Moderator (noting 3 opposed) that the Town borrow $126,945 in accordance with Section 7(3A) of Chapter 44 of the Massachusetts General Laws for remodeling, reconstructing or making extraordinary repairs to public buildings owned by the Town.

Robert Quintin, Chairman of the Capital Planning Committee, gave a presentation. He thanked Nancy Johnson and Tom Sullivan for their assistance. His presentation covered their past, current and future plans.

ARTICLE 15. Zoning By-Law Amendment – Commercial Greenhouse: Planning Board Recommends. Requiring a 2/3rd vote and passing by unanimous vote that the Town amend the Wilbraham Zoning By-Law by inserting the code designation "SPA" in the "RMD", "NO", "NS", and "ACF" zoning district columns in section 3.4.1.3 of the Schedule of Use Regulations Table.

Planning Board member Richard Butler gave an explanation of the article. This change came about due to comments received from the Attorney General's office last year. This article is to correct any problems that could develop over this approach last year.

ARTICLE 16. Zoning By-Law Amendment – Restaurant & Food Service Establishments: Planning Board Recommends. Passing by a declared 2/3rd vote by the Moderator (opposition was noted) that the Town amend the Wilbraham Zoning By-Law by inserting a new sentence at the end of the existing paragraph in section 3.4.5.17 to read as follows: "Drive through window service is prohibited except by Special Permit from the Planning Board in the GB and I-POP-GB Districts."

ARTICLE 17. Zoning By-Law Amendment – Automated Teller Machine (ATM) kiosk: Planning Board Recommends. Passing by a declared 2/3rd vote by the Moderator (opposition was noted) that the Town amend the Wilbraham Zoning By-Law in the following manner:

A. By inserting in proper alphabetical order a new definition of "Automated Teller Machine (ATM) Kiosk" in Section 1.3 to read as follows: "A small, free standing building or structure, by whatever name, providing fully automated walk up and/or drive through banking services accessible to banking customers by means of a coded plastic card or similar device and including limited electronic banking transactions, such as cash deposits, withdrawals and balance inquiries."

B By inserting a new Section 3.6.3.5 "Automated Teller Machine (ATM) Kiosks" to read as follows: " The Zoning Board of Appeals may authorize by special permit a free-standing automated bank teller machine (ATM) kiosk incidental and accessory to a permitted office park and/or retail shopping center in the GB and I-POP-GB Districts. Said structure shall conform to the applicable setback dimensions except that, at the discretion of the Zoning Board of Appeals, said

structure with a footprint less than two hundred (200) square feet in area may be located in the front yard if set back at least twenty (20) feet from the street line and ten (10) feet from the side lot line.

Planning Board Member Edward Stevenson explained the article and answered questions that were asked.

ARTICLE 18. Zoning By-Law Amendment – Wireless Communications Facilities Regulations: Planning Board Recommends. Requiring a 2/3rd vote, passing by a declared 2/3rd vote by the Moderator (opposition was noted) that the Town amend the Wilbraham Zoning By-Law by revising section 10.5 "Wireless Communications Facilities Regulations" as set forth in a document entitled "Article 18, Exhibit A – Proposed Revisions to Section 10.5" on file with the Town Clerk.

Planning Board Chairman Eric Fuller explained the article and answered questions that were asked.

ARTICLE 19. Zoning By-Law Amendment – Parking Requirements for Retail Sale of Recreational Vehicles: Planning Board Recommends. Requiring a 2/3rd vote, passing by unanimous vote that the Town amend the Wilbraham Zoning By-Law by deleting section 11.2.11 in its entirety.

Planning Board member Don Williams explained the article and answered questions that were asked.

ARTICLE 20. Acceptance of Community Preservation Act: A motion to "move no action" passed by unanimous vote.

Selectman Jim Thompson explained the reasoning behind the taking of no action at this time. It will be presented at a future date.

ARTICLE 21. Deer Control: Passing by a majority vote (yes-94, no-64) that the Town amend Section 600 of the Town of Wilbraham By-Laws to allow "bow hunting" of deer on town-owned land, with permission of the Conservation Commission and under the statutes and regulations of the Commonwealth of Massachusetts, with said amendment on file with the Town Clerk as "Article 21, Exhibit A."

Selectman Kevin Moriarty gave an explanation of the article and helped to answer questions. Patricia Ross from the Conservation Commission responded to concerns and explained that a hearing process would be held before hunting is allowed. After a show of hands during the vote, the Moderator asked for a hand count to be taken. He swore in Dr. Alan Peck, Al Kirk, and Judith Dionne as tellers. (See motion on next page)

A motion to reconsider Article 21 was made and seconded. The motion to reconsider failed to pass by a majority.

ARTICLE 22. Land Acquisition: Finance Committee Recommends. Requiring a 2/3rd vote, passing by unanimous vote that the Town authorize the Board of Selectmen to acquire the following land parcels and/or rights in land parcels for the purpose of obtaining a secure and public right of way. This will allow for the construction of roadway safety improvements on Springfield Street in the vicinity of the Ridgewood Road intersection.

	Total # of Parcels	Area
In fee	2	1,568 s.f.

And any temporary easements as necessary for this project.

Further, that the Selectmen may acquire these parcels, or modifications of these parcels or other required parcels, through all legal means. This includes donations, purchase or eminent domain. The subject parcels are currently identified on a plan drafted by the Wilbraham Engineering Department dated July 5, 2000, titled "Proposed Realignment, Springfield Street and Ridgewood Road Intersection," and on file as "Article 22, Exhibit A" with the Town Clerk.

Further, to appropriate from overlay funds certified as excess by the Board of Assessors pursuant to Section 25 of Chapter 59 of the Massachusetts General Laws, the sum of $10,000 to defray any associated right of way expenses connected with this project.

ARTICLE 23. Acceptance of Public Ways: (Consent Agenda) Passing by unanimous vote that the Town accept as public ways, pursuant to a layout filed by the Board of Selectmen with the Town Clerk, all or portions of the following streets: Deer Run Dr., Hitchcock Rd., Marilyn Dr., Post Office Park and Sandy Court.

ARTICLE 24. Authorization to Dispose of Municipal Property: Finance Committee Recommends. Requiring a 2/3rd vote, declared passed by the Moderator that the Town authorize the Board of Selectmen to dispose of the Police Station at 16 Main Street, Fire Headquarters at 2770 Boston Road, Fire Station Number Two at Woodland Dell Road and the "Little Red School House" at 28 Springfield Street, at such time as the board declares said properties as surplus, with the proceeds to be used to defray the cost of a combined police/fire public safety complex.

Selectman Thompson explained the article and fielded questions. He explained the duties of the Safety Complex Study Committee and that this article was a continuation of that process to get closer to a new facility with costs being defrayed by these sales. Many issues were raised and addressed.

ARTICLE 25. Hearing Reports: (Consent Agenda) Passing by unanimous vote that the Town accept the reports of all officers and committees as printed in the Annual Town Report.

ARTICLE 26. Compensation for Elected Town Officials: Finance Committee Recommends. Passing by a majority vote (one opposed noted) that the Town fix the

compensation for all elected Town Officers for the fiscal year beginning July 1, 2001 and ending June 30, 2002 as follows:

Assessors, Chairman, $2,717, Members, $2,462 each, per year; Town Clerk, $41,787 per year (all fees revert to the Town Treasury); Moderator, $200 Annual Town Meeting, $50 Special Town Meeting; Selectmen, $3,688 per year, Chairman $4,304 per year; Tree Warden, $7,210 per year; Water Commissioners, $150 per year; Cemetery Commissioners, no salary; Library Trustees, no salary; Planning Board Members, no salary; Poundkeeper, Field Drivers, Weighers of Grain, Surveyors of Lumber, Measurers of Wood and Charcoal (all Town officers elected other than by official ballot), fees only, fixed by General Laws.

ARTICLE 27. Chapter 90 Anticipation Borrowing: (Consent Agenda) Finance Committee Recommends. Passing by unanimous vote that the Town authorize the Treasurer, with the approval of the Board of Selectmen, to borrow $259,412 in anticipation of state receipts pursuant to Section 4 of Chapter 44 of the Massachusetts General Laws, for uses specified in Section 6A and Section 7, Subsections 5 and 6 of Chapter 44 of the Massachusetts General Laws, said money representing allotment for Chapter 90 road construction, reimbursement from the state to be used to retire such debt.

ARTICLE 28. Council on Aging Revolving Fund: (Consent Agenda) Finance Committee Recommends. Passing by unanimous vote that the Town reauthorize a revolving fund under the Council on Aging and transfer the balance from the FY 2001 revolving fund to the FY 2002 revolving fund in accordance with Section 53 E ½ of Chapter 44 of the Massachusetts General Laws. Receipts shall be credited into said fund from the following sources: (1) Donation from individuals, organizations and events. (2) Allowance from the Senior Network. (3) Memorial donations. (4) Fees for classes, trips and programs. Expenditures authorized by the Director of Elder Affairs, not exceeding a total of $10,000 in FY 2002, may be made for the following purposes: (1) payment of costs connected with programs and events. (2) Repair and maintenance of equipment and furnishings. (3) Purchase of memorials and volunteer recognition. (4) Fees for instructors and classes. The balance in the revolving fund shall not exceed $10,000.

ARTICLE 29. Compost Bin Revolving Fund: (Consent Agenda) Finance Committee Recommends. Passing by unanimous vote that the Town reauthorize a revolving Home Composting Bin Account in accordance with Section 53 E ½ of Chapter 44 of the Massachusetts General Laws in order to place revenue collected from the sale of compost bins which shall be used to purchase additional compost bins, and transfer the balance of the FY 2001 revolving fund to the FY 2002 revolving fund. Expenditures authorized by the Recycling Coordinator, not exceeding a total of $5,000 in FY 2002, may be made for the purchase of additional composting bins for resale to town residents. The balance in the revolving account shall not exceed $5,000.

ARTICLE 30. Cemetery Revolving Fund: (Consent Agenda) Finance Committee

Recommended. Passing by unanimous vote that the Town reauthorize a revolving Cemetery Account in accordance with Section 53 E ½ of Chapter 44 of the Massachusetts General Laws in order to place revenue collected from the sale of boundary markers, foundations, numbered lot markers, and for opening and closing graves, which shall be used to purchase boundary markers, foundations, numbered lot markers, and to open and close graves, and transfer the balance from the FY 2001 revolving fund to the FY 2002 revolving fund. Expenditures authorized by the Cemetery commissioners, not exceeding a total of $20,000 in FY 2002, may be made to purchase boundary markers, foundations, numbered lot markers, and to open and close graves. The balance in the revolving account shall not exceed $20,000.

ARTICLE 31. Small Personal Property Account Exemption: Finance Committee Recommends. Passing by majority vote (two opposed were noted) that the Town accept Section 5(54) of Chapter 59 of the Massachusetts General Laws to establish a minimum fair cash value required for personal property accounts to be taxed, and to modify that value to a minimum of $10,000.

ARTICLE 32. Authorization to Dispose of Surplus Equipment: (Consent Agenda) Finance Committee Recommends. Passing by unanimous vote that the Town authorize and empower the Board of Selectmen on behalf of the Town to sell, transfer, or otherwise dispose of damaged, obsolete, or unneeded tangible personal property or equipment owned by the Town.

ARTICLE 33. Authorization to Enter Into Lease/Purchase Agreements: (Consent Agenda) Finance Committee Recommends. Passing by unanimous vote that the Town authorize the Board of Selectmen to make contracts for the lease, with option to purchase, of various municipal equipment, subject to annual appropriation, if in the opinion of the Board it is in the best interest of the Town. The Board of Selectmen shall identify within its budget submission to the Finance Committee, any contract for the lease with an option to purchase.

ARTICLE 34. Abatement of False Alarm Charges: Passing by a majority vote (two opposed were noted) that the Town amend Section 619 of the Town of Wilbraham By-Laws to grant the Board of Selectmen authority to abate false alarm charges levied under that section, with said amendment on file with the Town Clerk as "Article 34, Exhibit A."

ARTICLE 35. Inter-municipal Agreement on Ambulance Mutual Aid: Requiring a 2/3rd vote, passing by unanimous vote that the Town approve an Inter-municipal agreement with the Town of Ludlow providing for each town to provide back-up personnel for ambulance service with the other community, said agreement on file with the Town Clerk as "Article 35, Exhibit A."

ARTICLE 36. Regulation of Gaming Devices: Passing by a majority vote (two opposed were noted) that the Town adopts a Regulation of Gaming Devices By-Law as on file with the Town Clerk as "Article 36, Exhibit A.

Selectman Moriarty explained the article and fielded questions. He stated that the by-law would give the Police Department power to enforce the by-law.

ARTICLE 37. Amendment to Traffic By-Law: Passing by unanimous vote that the Town amend Article VII of the Town By-Laws to incorporate regulations as required by the Massachusetts Highway Department and the Federal Highway Administration for construction of the Safety Improvement Project on Springfield and Faculty Streets and as set forth in a document entitled "Article 37, Exhibit A," on file with the Town Clerk.

ARTICLE 38. Deed Restriction: Requiring a 2/3rd vote, passing by unanimous vote that the Town authorize a permanent deed restriction, the burden of these restrictions to run with the land and binding upon future owners of an interest therein as consistent with Section 32 of Chapter 184 of the Massachusetts General Laws, on the "Old Meeting House," which is located at 450 Main Street, Wilbraham, Massachusetts; said property being described in the Hampden County Registry of Deeds in Book 1037, Page 235. Whereas the preservation of the Premises is important to the public for the enjoyment and appreciation of those characteristics which contribute to the architectural, archaeological and historical integrity of the Premises which have been listed on the National Register of Historic Places under the Academy Historic District, and will serve the public interest in a manner consistent with the aforementioned Act.

ARTICLE 39. Acceptance of Deeds: Requiring a 2/3rd vote, passing by unanimous vote that the Town accept such deeds of land to the Town as filed by the Board of Selectmen in a document entitled "Article 39, Exhibit A," with the Town Clerk and also recorded at the Hampden County Registry of Deeds or the Land Court since the date of the last Annual Town Meeting.

ARTICLE 40. Adjournment of Annual Town Meeting: Passing by unanimous vote that the Town adjourn the Annual Town Meeting until 8:30 A.M., Saturday, May 12, 2001, at the Wilbraham Community Center, Precinct A; Mile Tree School, Precinct B; Memorial School, Precinct C; or Soule Road School, Precinct D; when the Annual Town Election will be held, polls closing at 6:30 P.M.

Meeting adjourned at 11:03 P.M.

Attest: *Beverly J. Litchfield*, CMC
Town Clerk

Town Bulletin

September 5, 2001

Boston, Massachusetts
The foregoing amendments to the town by-laws adopted under Article 15, 16, 17, 18, 19, 21, 34, 36, and 37 of the warrant for the Wilbraham Town Meeting that convened May 7, 2001, are hereby approved.

Thomas F. Reilly
Attorney General

Kelli E. Lawrence
Assistant Attorney General

August 30, 2001

Special Town Meeting, May 1, 2000

Attendance Precinct A: 41
Precinct B: 72
Precinct C: 50
Precinct D: 59
Total --------- 222

In accordance with the Warrant, as posted, the inhabitants of the Town of Wilbraham, qualified to vote in Town affairs, met in Minnechaug Regional High School. At 7:15PM the Moderator, Arthur F. Dionne, noted a quorum was present and called the meeting to order. Town Clerk Beverly J. Litchfield then read the call of the meeting.

ARTICLE 1. Parliamentary Procedure: Finance Committee Recommends. Voted unanimously that the Town adopt special parliamentary procedures for the purpose of implementing the provisions of Chapter 580 of the Acts of 1980 (Proposition 2 ½) as amended, and as set forth in a document entitled "Article 1, Exhibit A," on file with the Town Clerk.

A motion was made and seconded to waive the second reading of the motion by the Moderator. Motion passed by unanimous vote.

ARTICLE 2. Funding Transfers: Finance Committee Recommends. Passing by a majority vote (noted three opposed) and pursuant to Section 33B of Chapter 44 of the Massachusetts General Laws, that the Town transfer the sums of:

$40,935 from previously appropriated but unexpended funds in the FY 2001 Budgets 134, Accounting Expenses ($2,000), 137, Assessors Expenses ($4,480), 199, Town Properties Salaries ($2,480), 240, Central Dispatch Expenses ($800), 410, Engineering Expenses ($1,325), 541, Council on Aging Expenses ($1,000), 197, Surety Bond Expenses ($220), 171, Conservation Commission Expenses ($1,300), 163, Registrars Expenses ($500), 113, Town Meeting Expenses ($1,100), 610, Library Salaries ($1,200), 702, Interest Expenses ($7,375), 193, General Insurance Expenses ($3,053), 138, Treasurer/Collector Expenses ($2,000) and 210, Police Salaries ($12,102)to the FY 2001 Budgets 420, Highway Expenses ($32,535), 543, Veterans Expenses ($500) and 122, Selectmen Expenses ($7,900);

$40,565 from previously appropriated but unexpended funds in the FY 2001 Budget 210, Police Salaries, to the FY 2001 Budgets 240, Central Dispatch Salaries ($4,500), 163, Registrars Salaries ($1,945), 251, Inspectors Salaries ($1,200), 192 Town Properties Expenses ($22,490) and 199, Town Office Expenses ($10,430); and

$5,355 from previously appropriated but unexpended funds in the FY 2001 Budget 700, Long-Term Debt to the FY 2001 Budgets 292, Dog Officer Expenses ($1,355) and 420, Highway Expenses ($4,000).

$15,000 from previously appropriated but unexpended funds in the FY 2001 Budget 194, Group Insurance Expenses to the FY 2001 Budget 420, Highway Expenses.

ARTICLE 3. Overlay Reserve Fund: Finance Committee Recommends. Passing by a majority vote (noted four opposed) that the Town appropriate $15,000 from overlay funds certified as excess by the Board of Assessors pursuant to Section 25 of Chapter 59 of the Massachusetts General Laws to the FY 01 Budget 122, Selectmen Expenses.

ARTICLE 4. Water Enterprise Fund Retained Earnings: Finance Committee Recommends. Passing by a majority (noted three opposed) that the Town appropriate $44,942 from available funds in the Water Enterprise Fund retained earnings account for the purpose of funding water operating expenses.

ARTICLE 5. Receipts Reserved for Appropriation for Ambulance: Finance Committee Recommends. Passing by a unanimous vote that the Town appropriate a sum of $40,000 from Receipts Reserved for Appropriation for Ambulance to Ambulance personal services and operating costs, pursuant to Section 5 of Chapter 40 of the Massachusetts General Laws.

ARTICLE 6. Chapter 90 Anticipation Borrowing: Finance Committee Recommends. Passing by a majority vote (noted one opposed) that the Town increase the authorization of the Treasurer, with the approval of the Board of Selectmen, to borrow a sum of money in anticipation of state receipts pursuant to Section 4 of Chapter 44 of the Massachusetts General Laws, for uses specified in Section 6A and Section 7, Subsections 5 and 6 of Chapter 44 of the Massachusetts General Laws, said money representing allotment for Chapter 90 road construction, reimbursement from the state to be used to retire such debt, from $259,104 to $259,411.83.

ARTICLE 7. Stabilization Fund: Finance Committee Recommends. Requiring a 2/3rds vote and passing unanimously that the Town appropriate $77,845 from the Stabilization Fund to FY 2001 Budget 420, Highway Expenses.

A motion was then made and seconded to dissolve the Special Town Meeting and return to the Annual Town Meeting. This motion passed by unanimous vote.

Meeting dissolved at 7:40 PM.

Attest: *Beverly J. Litchfield*, CMC
Town Clerk

Special Town Meeting October 15, 2001

Attendance

Precinct A:	**32**
Precinct B:	**44**
Precinct C:	**44**
Precinct D:	**46**
Total ---------	**166**

In accordance with the Warrant, as posted, the inhabitants of the Town of Wilbraham, qualified to vote in Town affairs, met in Minnechaug Regional High School on October 15, 2001. At 7:00PM the Moderator, Arthur F. Dionne, noted a quorum was present and called the meeting to order. Moderator Dionne explained the reason for the cameras in the auditorium and that Public Access Cable TV would air this meeting beginning on October 17th, 2001. He then asked all in attendance to rise for a moment of silence for those who were victims in the September 11, 2001 tragedy. The Pledge of Allegiance followed this and Town Clerk Beverly J. Litchfield then read the call of the meeting.

ARTICLE 1. Acceptance of Community Preservation Act: Finance Committee Recommends. Passing by a majority vote that the Town accept Sections 3 through 7 of Chapter 44 of the Massachusetts General Laws, known as the Community Preservation Act, which establishes a special "Community Preservation Fund" that may be appropriated and spent for certain open space, historic resources and affordable housing purposes, to approve a property tax surcharge that shall be in the amount of three per cent of the taxes assessed annually on real property and shall be dedicated to the fund, such surcharge to be imposed on taxes assessed for fiscal years beginning on or after July 1, 2002, and to exempt from the surcharge property owned and occupied as a domicile by a person who would qualify for low income housing or low or moderate income senior housing in the community and $100,000 of the assessed valuation of Class One, Residential, parcels.

A motion was made and seconded to amend the article to read one and one half percent instead of the three percent. Mr. Lovejoy explaining his reasoning behind the amendment gave a brief presentation.

Dr. Alan Peck then came forward and made a motion to amend the amendment to one percent instead of the one and one half percent. His motion was seconded. The motion to amend the amendment failed to pass. The motion to amend the original article also failed to pass.

Following article one, the Moderator read a correction to the call of the meeting requested by the Town Clerk. It was noted that the warrant was posted 14 (fourteen) days not 7 (seven) days before said meeting.

ARTICLE 2. Library Feasibility Study: Finance Committee Recommends. Passing by a majority vote that the Town authorizes the Board of Trustees fo the Wilbraham Public Library to proceed with a feasibility study to examine the options for expanding and renovating its current library building or building a new facility.

Library Trustee Llewellyn Merrick gave a presentation.

ARTICLE 3. Library Feasibility Study Grant: Finance Committee Recommends. Passing by a majority vote that the Town authorizes the Trustees of the Wilbraham Public Library to apply for, accept, and expend any state grants which may be available for a feasibility study to examine the options for expanding and renovating its current library building or building a new facility, or take any other action relative thereto.

The Library Director, Christine Bergquist, spoke on the grant process and how the Library would proceed. It was mentioned that an article was printed in the Union News newspaper on October 11, 2001, which explained things quite well.

ARTICLE 4. Parliamentary Procedure: Finance Committee Recommends. Passing by a unanimous vote that the Town adopt special parliamentary procedures for the purpose of implementing the provisions of Chapter 580 of the Acts of 1980 (Proposition 2 ½) as amended, and set forth in a document entitled "Article 4, Exhibit A," on file with the Town Clerk.

A motion was made and seconded to waive the second reading of Article 4. Motion passed by a unanimous vote.

ARTICLE 5. Funding Transfers: Finance Committee Recommends. Passing by a unanimous vote, pursuant to Section 33B of Chapter 44 of the Massachusetts General Laws, that the Town transfer the sum of $77,845 from the FY 2002 Budget 420, Highway Expenses, to the FY 2002 Budget 420, Highway Salaries.

ARTICLE 6. Budget Amendments: Finance Committee Recommends. Passing by a unanimous vote that the Town amend Article 11 as approved by Annual Town Meeting on May 7, 2001, by the following amounts:

Decrease Budget #122, Selectmen's Office Salaries, by $15,300
Decrease Budget #122, Selectmen's Office Expenses, by $5,600
Decrease Budget #134, Accounting Expenses, by $1,300
Decrease Budget #138, Treasurer/Collector Expenses, by $1,000
Decrease Budget # 154, Data Processing Expenses, by $3,300
Decrease Budget # 161, Town Clerk Salaries, by $260
Decrease Budget # 192, Town Properties Expenses, by $24,000
Decrease Budget # 194, Group insurance, by $22,000
Decrease Budget # 199, Town Office Expenses, by $5,100
Decrease Budget # 210, Police Salaries, by $8,990
Decrease Budget # 211, Police Nonrecurring Expenses, by $22,700
Decrease Budget # 220, Fire Salaries, by $1,200
Decrease Budget # 221, Fire Nonrecurring Expenses, by $4,500
Decrease Budget # 410, Engineer Salaries, by $12,200
Decrease Budget # 541, Council on Aging Expenses, by $600
Decrease Budget # 610, Library Salaries, by $3,000

Decrease Budget # 610, Library Expenses, by $2,000
Decrease Budget # 620, Recreation Salaries, by $1,400
Decrease Budget # 620, Recreation Expenses, by $4,133
Decrease Budget # 702, Interest Expenses, by $45,000

And that the Town further amend Article 11 to appropriate the sum of $23,877,011 to cover the necessary capital and expenditures and operating expenses of the Town for Fiscal year 2002 (July 1, 2001 – June 30, 2002) per appropriations listed separately and incorporated hereby by reference, and to provide said appropriations as follows:

Transfer	from:	Water Receipts	$1,035,091
	to:	Water Enterprise Fund	
	from:	Solid Waste Receipts	$ 337,805
	to:	Solid Waste Enterprise Fund	
	from:	Sewer Receipts	$ 450,361
	to:	Sewer Enterprise Fund	
	from:	Offset Receipts	$ 18,000
	to:	Dog Officer Expenses	

Amount of Certified Free Cash Required for FY 2002 Municipal Appropriations: $467,650

ARTICLE 7. Overlay Reserve Fund: Finance Committee Recommends. Passing by a unanimous vote that the Town appropriate $22,000 in overlay funds certified as excess by the Board of Assessors pursuant to Section 25 of Chapter 59 of the Massachusetts General Laws to the FY 2002 Budget 194, Group Insurance.

ARTICLE 8. Insurance Proceeds: Finance Committee Recommends. Passing by a unanimous vote that the Town appropriates the sum of $27,500 from the Insurance Reimbursement Account to the FY 2002 Budget 421, Highway Nonrecurring Expenses, in accordance with Section 53 of Chapter 44 of the Massachusetts General Laws.

ARTICLE 9. Authorization to Borrow for Capital Outlays: Finance Committee Recommends. Requiring a 2/3rd vote, declared passed by the Moderator by a unanimous vote that the Town borrow the sum of $237,500 in accordance with Section 7 (9) of Chapter 44 of the Massachusetts General Laws for the cost of departmental equipment.

ARTICLE 10. Change By-Laws to Permit Automatic Amusement Devices: A motion was made and seconded by the Board of Selectmen to move no action on this article. The vote to move no action passed by a majority vote.

The Board of Selectmen decided to move no action when Attorney Hassett informed them that the article was unlawful. Attorney Hassett went on to explain the issues with the petitioned article that made it unlawful. Attorney Hassett supported the Board fo Selectmen's motion to move no action.

The owner of Fun Stop Amusements spoke about concerns with this article also.

Kevin Baker, not a town resident but a business owner in town, spoke concerning his article and the reasons behind it.

According to Attorney Hassett, the Selectmen have offered to work with the parties involved to prepare a proper article for the next annual town meeting but they have not been taken up on their offer as of yet. Attorney Hassett commended the Board of Selectmen for their being a business friendly board and working with businesses closely to help them in any way they could.

A lengthy discussion continued concerning the pros and cons of this article.

A motion was made and seconded to dissolve the meeting. This motion passed by a unanimous vote.

Meeting dissolved at 8:58 PM.

Attest: *Beverly J. Litchfield*, CMC
Town Clerk

Statement of Receipts and Disbursements

July 1, 2000 to June 30, 2001

RECEIPTS			
	FY 01 Dog Licenses		
644	Neutered males @ $10	$ 6,440.00	
137	Males @$20	$ 2,740.00	
83	Females @$20	$ 1,660.00	
848	Spayed females @ $10	$ 8,480.00	
1	License transfer	$ .25	
	Sub-total dog licensing	**$19,320.25**	
	FY 01 Dog Fines and Fees		
27	Stray dog fines @ $10	$ 270.00	
134	Late dog fines @ $6	$ 804.00	
52	Boarding fees @ $6	$ 312.00	
5	Dog quarantines @ $5	$ 25.00	
9	Non-criminal tickets	$ 300.00	
	Sub-total dog fines and fees	**$ 1,711.00**	
	Sub-total dog licensing		**$21,031.25**
	FY 01 Fisheries and Wildlife Licenses		
231	Resident Citizen Fishing @ $22.50	$5,197.50	
18	Resident Citizen Fishing (minor) @ $6.50	$ 117.00	
17	Resident Citizen Fishing (65-69) @ $11.25	$ 191.25	
59	Resident Citizen Fishing (paraplegic) FREE	0	

5	Non-resident Fishing @ $32.50	$ 162.50	
2	Non-resident Fishing (3-day) @ $18.50	$ 37.00	
3	Resident Citizen Fishing (3-day) @ $7.50	$ 22.50	
2	Duplicate Fishing @ $2.50	$ 5.00	
69	Resident Citizen Hunting @ $22.50	$1,552.50	
3	Resident Citizen Hunting (65-69) @ $11.25	$ 33.75	
3	Resident Hunting (paraplegic) FREE	0	
1	Resident Alien Hunting @ $22.50	$ 22.50	
1	Non-resident Hunting (big game) @ $94.50	$ 94.50	
3	Resident Citizen Hunting (minor) @ $6.50	$ 19.50	
125	Resident Citizen Sport @ $40.00	$5,000.00	
6	Resident Citizen Sport (65-69) @ $20.00	$ 120.00	
105	Resident Citizen Sport (70 and over) FREE	0	
2	Duplicate Hunting @ $2.50	$ 5.00	
3	Duplicate Sport @ $2.50	$ 7.50	
102	Archery Stamps @ $5.10	$ 520.20	
22	Waterfowl Stamps @ $5.00	$ 110.00	
74	Primitive Firearms Stamps @ $5.10	$ 377.40	
471	Wildlife Cons. Stamps (resident)@ $5.00	$2,355.00	
8	Wildlife Cons. Stamps (non-res.) @ $5.00	$ 40.00	
	Sub-total Fisheries and Wildlife revenue		**$15,990.60**
	FY 01 Marriage Licenses		
72	Licenses @ $15.00	$1,080.00	
	Sub-total marriage licenses		**$1,080.00**
	FY 01 Miscellaneous Clerk's Fees		
226	Financial recordings	$2,270.00	
2545	Copies of records	$6,241.45	
190	Miscellaneous	$ 424.49	
7	Pole locations	$ 280.00	
84	Business certificates	$1,640.00	
9	Raffle permits	$ 180.00	
14	Gas storage permits	$ 490.00	
10	Cemetery books	$ 13.00	
484	Handling fees (Fisheries and Wildlife)	$ 484.00	
473	Passports	$7,095.00	
	Interest – Bay Bank	$ 62.06	
2	Miscellaneous bank charges	$ 8.00	
	Sub-total miscellaneous receipts		**$19,188.00**
	TOTAL ALL RECEIPTS		**$57,289.85**

DISBURSEMENTS

	Town Treasurer: FY 01 Dog Account		
1712	Dog licenses	$19,320.25	
218	Fines and fees	$ 1,411.00	
9	Non-criminal tickets	$ 300.00	
	Sub-total dog fund		**$21,031.25**
	FY 01 Division of Fisheries and Wildlife		
1335	Licenses and stamps	$15,725.50	
	Sub-total Fisheries and Wildlife		**$15,725.50**
	Town Treasurer: FY 01 Clerk's Fees		
1335	F&W licenses and stamps	$ 265.10	
72	Marriage licenses	$ 1,080.00	

226	Financial recordings	$ 2,270.00	
2545	Copies of records	$ 6,241.45	
190	Miscellaneous	$ 424.49	
7	Pole locations	$ 280.00	
84	Business certificates	$ 1,640.00	
9	Raffle permits	$ 180.00	
14	Gas storage permits	$ 490.00	
10	Cemetery books	$ 13.00	
484	Handling fees (F&W)	$ 484.00	
473	Passports	$ 7,095.00	
	Interest – Bay Bank	$ 62.06	
2	Misc. bank charges	$ 8.00	
	Sub-total clerk's fees		**$20,533.10**
	TOTAL ALL DISBURSEMENTS		**$57,289.85**

Attest: *Beverly J. Litchfield*, CMC
Town Clerk

Active Voter Registration by Precinct

As of December 31, 2001

Precinct	Republican	Democrat	Unenrolled	Libertarian	Interdependent 3rd	Natural Law	Reform	Green	Total
A	441	819	950	9	0	0	1	0	2220
B	616	648	1034	8	1	0	0	0	2307
C	599	571	1013	10	0	0	1	1	2195
D	593	661	1071	6	0	1	1	2	2335
Total	**2249**	**2699**	**4068**	**33**	**1**	**1**	**3**	**3**	**9057**

Vital Statistics

	1999	2000	2001
BIRTHS – Males	50	50	45
Females	58	55	66
Total	**108**	**103**	**111**

MARRIAGES -Total	**86**	**85**	**73**

DEATHS - Males	71	97	78
Females	109	126	111
Total	**180**	**223**	**189**

Attest: *Beverly J. Litchfield*, CMC
Town Clerk

Board of Selectmen

Last year's report reviewed a long list of service improvements and capital projects the town government accomplished in recent years. We also reviewed a planning process through which we identified three major priorities for the upcoming years: construction of a new police/fire public safety complex, renovation and expansion of the public library and open space preservation.

We have made progress in all three areas. A building committee is working with design consultants to select a site for the public safety complex, develop initial designs and estimate project costs. The Library Board of Trustees and staff have applied for state grant funding to undertake a feasibility study for the library project. Last October a Special Town Meeting voted to place the Community Preservation Act on the ballot for the May 2002 municipal election. The act allows communities to impose a property tax surcharge to support open space acquisition, historical preservation and affordable housing.

These projects are large and complex. Even under the best of circumstances, carrying them forward to completion will require planning, careful use of available resources and open communication with residents.

Unfortunately, we are not in the best of circumstances. The tragic events of September 11, 2001 coupled with an already softening economy have placed the town in the most difficult fiscal condition since the recession of the early 1990's. Declining revenues forced us to reduce the current year's budget at a Special Town Meeting in October. We are now attempting to develop a budget for the upcoming fiscal year (2003) with almost no revenue growth. We have made cuts in municipal department spending that would have been unthinkable just one year ago and the Hampden-Wilbraham Regional School District faces a difficult challenge to fund a quality educational system within current financial constraints.

While much of our energy and attention during the next few years will be focused on maintaining services in the face of a deteriorating revenue picture, we cannot lose sight of our major priorities. Changes in the economy may force us to reconsider the timing of these projects, but we must continue to move forward in our planning even during periods of fiscal uncertainty.

Through discussion with regional school district officials, we also realize that the levy limit override passed in May of 2000 may not be sufficient to meet the needs of the school system during the next few years.

Of course, concern for the individual taxpayer needs to play a major role in all these issues. Wilbraham residents have shown that they will support reasonable requests for additional tax dollars to support important projects. As we move forward on various projects, we need to make sure that the proposals we place before the town are well conceived and thoroughly researched. We also need to coordinate the timing of these

projects to ensure that the municipal budget does not overburden the household budget.

We are confident that working together, town and school leaders will be able to move our community forward even during the must difficult times.

We also take this opportunity to express our appreciation to Police Sergeant Donald Bracci, who retired in August after many years of service to the town. We congratulate Bryan Litz on his promotion to Recreation Director and Timothy Kane on his promotion to Police Sergeant. During 2001, we also welcomed the following new employees: Library Page Laurabeth Azahares, On-call Dispatcher Lawrence Cuoco, Custodian Donald Martel, Firefighters and Emergency Medical Technicians Joshua Mullen and Dane George, Police Officer Edward Lemon, Public Health Nurse Claudia Considine, DPW Worker Richard Vierthaler, Administrative Assistant Deborah Kelder and Recreation Program Coordinator Clifford Zimmer. We wish all employees success in their careers.

James E. Thompson, Chairman
Kevin J. Moriarty
David W. Barry

Public Safety Building Committee

With the selection of Studio One as the design architect, a 14-person committee was appointed by selectmen in October and charged with the development of plans for the location (selected a site), the design and projected cost of a new public safety (fire/police) complex.

The committee is composed of the town administrator, a selectman, police and fire chief, members of the finance and capital planning committees, members of the original public safety complex study and designer selection committees, and six members at large.

Initially the primary focus of the committee has been the selection of a site, the design of the building, and determining the estimated cost of the project. With the completion of these tasks and with the approval of the town to move forward, the committee will continue to meet and be responsible for overseeing the building of the complex to its completion.

David W. Barry, Chairman
Susan Bunnell
James Burke
John L. Doleva
William J. Fogarty
Ralph Guyer
Mary Irla
Edward T. Rigney
John D. Ross III
Chief Allen M. Stratton
Jeffrey T. Wilcox
Chief Kenneth R. Willette
Marcia B. Zimmer
Alton MacDonald (non-voting)

Information Technology Department

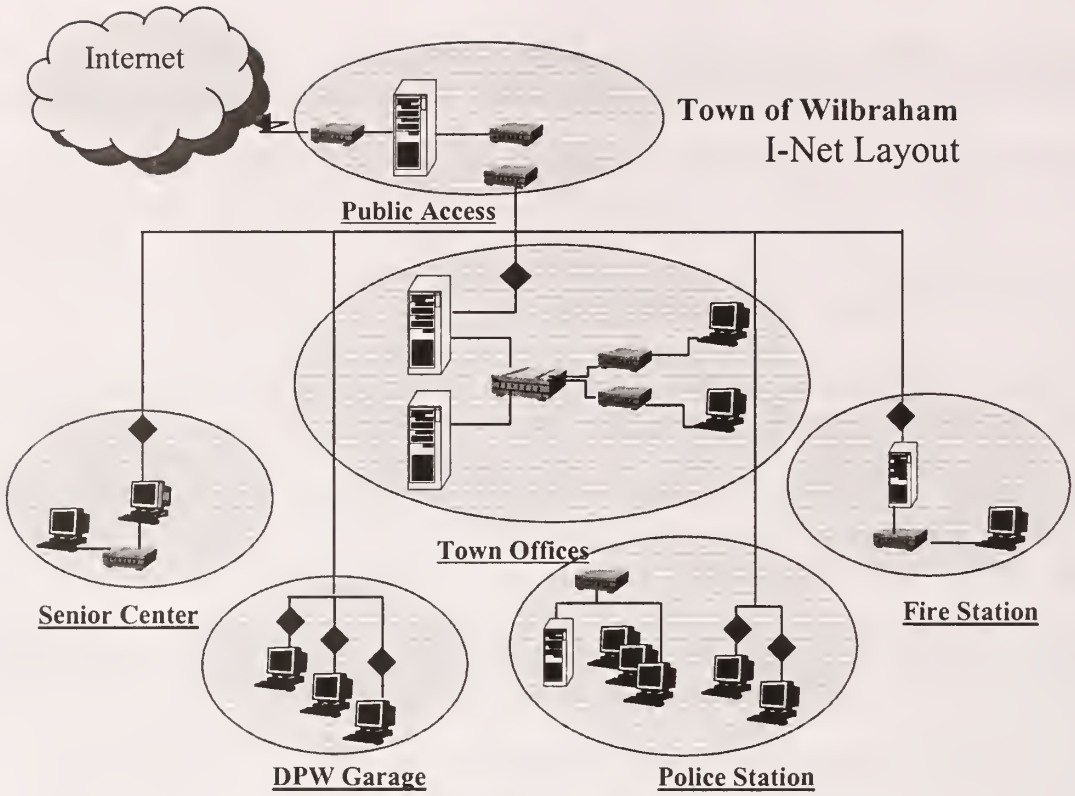
The Information Technology Department aims to improve town services by automating the way of doing business and to support the town administration to provide the best quality of service possible. This department supports continuous improvement evaluating and implementing the best systems available in order to make use of technology in the most cost-effective way possible.

After implementing a two-year plan to provide the town offices with a set of tools and applications toward the improvement of office productivity, year 2001 became the Review Phase. During this year the emphasis was on the enhancement of the implemented systems and customization to comply with specific department needs. During this past year IT supported town departments with several projects or developed solutions for them, here are some of them:

Task	Completion
Assessors - Property Cards public station and workstations upgrade	100%
Town Clerk - database solution for Census, Voters and Street List reports	100%
Recreation - Program Registration database solution enhancements	100%
Selectmen/Administration - Human resource database solution implementation	100%
Police - Local Area Network, server and Incident Management database solution upgrades	100%
Central Dispatch - workstation upgrade and E911 link	100%
Fire - Local Area Network and server upgrades	100%
New eMail Server implementation	100%
New Internet Service Provider	100%
GIS System development and implementation, GIS database link to Assessor database	80%

Institutional Network

The IT Department supports the Institutional Network, a physical loop using the digital cable technology to connect all town dependencies. Thanks to this I-Net, the communications among all departments has been enhanced, impacting positively the response time to resident inquiries. Also, it makes possible to share resources throughout all town departments. The table and diagram on the next page shows the network layout and amount of equipment currently supported by the IT Department.



Equipment	Amount
Workstations	63
Laptops	12
Servers	8
Routers	2
Printers	26

Geographical Information System

Through the coordination of the GIS Implementation Plan, IT in collaboration with the Selectmen Office negotiated an Memorandum of Understanding with Bay State Gas that reduced the cost of such project by $250,000 and accelerating the project about 18 months. In the near future the GIS system will make possible to share maps and parcels information among the Assessor's office and the Engineering Department and ultimately all departments should be able to use it.

The GIS Development is being funded with yearly-approved appropriations and Enterprise Fund assignments. Also, staff from different departments is actively collaborating to the completion of it. Currently, the Implementation Plan is on its Integration Phase, which emphasizes on continuing data conversion update existing data and integration. The following table explains the Year 2001 Implementation Plan progress:

Geographical Information System Implementation Progress

Task	Completion
Tax Maps Digitization	100%
Digital Tax Maps Update	50%
GIS and Assessors Data Integration	90%
Assessors' Office Customization	25%
Water Distribution System	80%
Drainage System Data Acquisition	40%
Zoning Maps	25%
Town Street Map	Planned
Compliance with MassGIS Standard	Planned
Census Data Integration	Planned

The Information Technology Resources at the town offices and town departments consists of a set of considerably updated hardware and software solutions that support the quality of service deserved by our customer base. Even though there is space for improvements and service enhancements in the near future, there are new challenges for the coming years. I would like to thank the Board of Selectmen, Finance Committee, Town Administrator, department directors and staff for their support during year 2001.

Antonio Pagan, Director

Personnel Board

The Personnel Board is comprised of five citizens, a number of whom are professionals in the human resources field. It's mission, as communicated by the Board of Selectmen, is to enhance the structure of the town's human resource function and to provide guidance on personnel matters.

The Personnel Board provides recommendations on specific personnel issues as they arise. In each circumstance we carefully listen to the facts and offer advice to the Board of Selectmen, taking into consideration the needs of the town, the needs of the employees and relevant contractual provisions.

During the past year, a number of interesting personnel issues were brought before the board. We were particularly pleased to provide advice to the town's Professional Management Focus Group on its town comparison survey and report to the Board of Selectmen.

We look forward to serving the town's residents, managers, and employees with enthusiasm in the future.

Jennifer Bourgeois, Chairperson
Camie Lamica Barbara Ralph Joan Lyons Jack Wilson

Treasurer and Collector Financial Reports

The Collector / Treasurer's Office is responsible for the financial administration of all municipal funds, including cash flow analysis, all aspects of debt management, collection and reconciliation of receivables and cash, tax titles, payroll, trust funds, performance bonds, preparation of various fiscal reports and compliance with applicable federal and state laws. The department also oversees the administration of employee benefits in retirement, deferred compensation 457 plan, and the Section 125 Cafeteria plan. As Treasurer of the Town of Wilbraham I also serve as the financial advisor to the Capital Planning Committee, forecast local receipts for the budget process, in addition to planning, designing, developing, and implementing new computerized applications for the Treasurer's Office, Collector's Office, Landfill and other various departments.

On June 27, 2001 the Town issued a Bond Anticipation Note for departmental equipment and various remodeling projects in the amount of $1,053,450. The Town of Wilbraham will issue a bond for this debt next fiscal year.

The Treasurer / Collector's office is always reviewing the procedures we use to accomplish our goals and objectives. Last year we automated the processing of Municipal Lien Certificates and we now process the maintenance of our real estate collection files in-house. This year we have implemented the printing of employee W-2's on laser printer and have started the development of printing water and sewer bills using the laser printer as well. This should eliminate the poor print quality of the bills. During the next fiscal year the Collector's Office will be offering ACH transfers for residents who want to pay their real estate taxes with automatic withdrawals from their checking account.

These productivity increases have not only allowed the Collector's Office to save tax dollars by decreasing our costs but these time saving operations have allowed us to focus our efforts on the collection of unpaid real estate taxes. As a result the Collector's Office needed to place a lien on only one owner's property whose real estate tax bill remained unpaid from Fiscal Year 1998.

The goal of the Treasurer / Collector's Office is to perform the duties required by the town in an efficient and courteous manner. This goal requires teamwork to accomplish and would not be possible without the efforts of a great friendly staff. I wish to thank Lynne, Janet, Marna, Dot and Diane for the work that they do for the town.

Also, I wish to thank the residents of Wilbraham, the Board of Selectmen, the Finance Committee, the Capital Planning Committee and other boards and departments for their continued support and cooperation. Lastly, if you have any questions about the department or its operations, please feel free to stop by and say "Hi" or call me at 596 - 2812.

Thomas P. Sullivan, CMMC CMMT
Treasurer / Collector

PAGE ONE — TOWN OF WILBRAHAM — LONG-TERM DEBT SERVICE

DEBT SERVICE SCHEDULE

NAME	PURPOSE	DATE OF ISSUE	PAYING AGENT	RATE	DEBT BREAKDOWN	BALANCE 6/30/2001	FY 2002	FY 2003	FY 2004	FY 2005	FY 2006	FY 2007	BALANCE 6/30/07
MULTI-PURPOSE BOND	SEWER	11/15/88	STATE ST	5.40%	PRINCIPAL	$10,000	$10,000						$0
					INTEREST	$270	$270						
MULTI-PURPOSE BOND	BUILDING CONSTRUCTION - MUN	11/15/86	STATE ST	5.40%	PRINCIPAL	$50,000	$50,000						$0
					INTEREST	$1,350	$1,350						
MULTI-PURPOSE BOND	SEWER	11/15/86	STATE ST	5.40%	PRINCIPAL	$30,000	$30,000						$0
					INTEREST	$810	$810						
WEST COLONIAL RD	SEWER	09/01/91	BAYBANK	6.5 - 6.8	PRINCIPAL	$60,000	$10,000	$10,000	$10,000	$10,000	$10,000	$10,000	$0
					INTEREST	$11,945	$3,600	$2,975	$2,335	$1,680	$1,015	$340	
WATER	WATER MAINS - LAYING & RELAYING	09/01/91	BAYBANK	6.5 - 6.8	PRINCIPAL	$490,000	$90,000	$90,000	$90,000	$90,000	$90,000	$40,000	$0
					INTEREST	$88,805	$29,000	$23,375	$17,615	$11,720	$5,735	$1,360	
MULTI-PURPOSE BOND	BUILDING 4/25/92	11/15/94	BAYBANK	5.5 - 5.9	PRINCIPAL	$3,750	$1,875	$1,875					$0
					INTEREST	$220	$165	$55					
MULTI-PURPOSE BOND	REMODELING 4/25/92	11/15/94	BAYBANK	5.5 - 5.9	PRINCIPAL	$4,950	$2,475	$2,475					$0
					INTEREST	$290	$217	$73					
MULTI-PURPOSE BOND	REMODELING 6/12/93	11/15/94	BAYBANK	5.5 - 5.9	PRINCIPAL	$11,750	$5,875	$5,875					$0
					INTEREST	$889	$518	$173					
MULTI-PURPOSE BOND	REMODELING 5/14/94	11/15/94	BAYBANK	5.5 - 5.9	PRINCIPAL	$36,575	$18,650	$17,925					$0
					INTEREST	$2,123	$1,594	$529					
MULTI-PURPOSE BOND*	REMODELING 6/12/93 OVERRIDE	11/15/94	BAYBANK	5.5 - 5.9	PRINCIPAL	$32,225	$15,750	$16,475					$0
					INTEREST	$1,911	$1,425	$486					
MULTI-PURPOSE BOND *	REMODELING 6/22/92 STONY HILL SCHOOL	11/15/94	BAYBANK	5.5 - 5.9	PRINCIPAL	$40,000	$20,000	$20,000					$0
					INTEREST	$2,345	$1,755	$590					
MULTI-PURPOSE BOND	LANDFILL REMODELING PART 4/25/94	11/15/94	BAYBANK	5.5 - 5.9	PRINCIPAL	$750	$375	$375					$0
					INTEREST	$44	$33	$11					
MULTI-PURPOSE BOND	DEPARTMENTAL EQUIP 5/4/98	12/01/1998	PAINE WEBBER	3.4 - 4.4	PRINCIPAL	$185,000	$83,000	$82,000					$0
					INTEREST	$5,881	$4,405	$1,478					$0
MULTI-PURPOSE BOND	PAVING 4/29/98	12/01/1998	PAINE WEBBER	3.4 - 4.4	PRINCIPAL	$21,000	$11,000	$10,000					$0
					INTEREST	$733	$553	$180					$0
MULTI-PURPOSE BOND	COMPUTER 5/1/95	12/01/1998	PAINE WEBBER	3.4 - 4.4	PRINCIPAL	$2,000	$2,000						$0
					INTEREST	$35	$35						$0
MULTI-PURPOSE BOND	REMODELING 4/28/97	12/01/1998	PAINE WEBBER	3.4 - 4.4	PRINCIPAL	$260,000	$49,000	$97,000	$114,000				$0
					INTEREST	$18,641	$8,588	$5,984	$2,109				$0
MULTI-PURPOSE BOND	REMODELING 4/29/96	12/01/1998	PAINE WEBBER	3.4 - 4.4	PRINCIPAL	$87,000	$29,000	$29,000	$29,000				$0
					INTEREST	$4,756	$2,825	$1,595	$537				$0
MULTI-PURPOSE BOND	DEPARTMENTAL EQUIP 4/29/96	12/01/1998	PAINE WEBBER	3.4 - 4.4	PRINCIPAL	$53,000	$53,000						$0
					INTEREST	$928	$928						$0
MULTI-PURPOSE BOND	COMPUTER 4/29/96	12/01/1998	PAINE WEBBER	3.4 - 4.4	PRINCIPAL	$11,000	$11,000						$0
					INTEREST	$193	$193						$0
MULTI-PURPOSE BOND	PARK FACILITIES 4/29/96	12/01/1998	PAINE WEBBER	3.4 - 4.4	PRINCIPAL	$15,000	$5,000	$5,000	$5,000				$0
					INTEREST	$820	$453	$275	$93				$0
MULTI-PURPOSE BOND	PAVING 4/29/96	12/01/1998	PAINE WEBBER	3.4 - 4.4	PRINCIPAL	$3,000	$3,000						$0
					INTEREST	$53	$53						$0
MULTI-PURPOSE BOND	COMPUTER 4/28/97	12/01/1998	PAINE WEBBER	3.4 - 4.4	PRINCIPAL	$2,000	$2,000						$0
					INTEREST	$35	$35						$0
MULTI-PURPOSE BOND	REMODELING 5/01/95	12/01/1998	PAINE WEBBER	3.4 - 4.4	PRINCIPAL	$21,000	$7,000	$7,000	$7,000				$0
					INTEREST	$1,148	$834	$385	$130				$0
MULTI-PURPOSE BOND	DEPARTMENTAL EQUIP 5/01/95	12/01/1998	PAINE WEBBER	3.4 - 4.4	PRINCIPAL	$19,000	$19,000						$0
					INTEREST	$333	$333						$0
MULTI-PURPOSE BOND	REMODELING 5/14/94	12/01/1998	PAINE WEBBER	3.4 - 4.4	PRINCIPAL	$12,000	$4,000	$4,000	$4,000				$0
					INTEREST	$656	$362	$220	$74				$0
MULTI-PURPOSE BOND*	REMODELING 6/12/93 OVERRIDE	12/01/1998	PAINE WEBBER	3.4 - 4.4	PRINCIPAL	$9,000	$3,000	$3,000	$3,000				$0
					INTEREST	$492	$272	$165	$56				$0
MULTI-PURPOSE BOND	REMODELING 6/12/93	12/01/1998	PAINE WEBBER	3.4 - 4.4	PRINCIPAL	$10,000	$4,000	$3,000	$3,000				$0
					INTEREST	$510	$289	$165	$56				$0
TOTAL PRINCIPAL & INTEREST PAYMENTS PER FISCAL YEAR						$1,604,011	$600,466	$443,692	$288,003	$113,400	$106,750	$51,700	$0

PRINCIPAL	$1,460,000	$540,000	$405,000	$265,000	$100,000	$100,000	$50,000	$0
INTEREST	$144,011	$60,466	$38,692	$23,003	$13,400	$6,750	$1,700	$0
TOTAL	$1,604,011	$600,466	$443,692	$288,003	$113,400	$106,750	$51,700	$0

TOWN OF WILBRAHAM
BANK BALANCES AS OF JUNE 30, 2001

BANK OF WESTERN MA	GENERAL	$7,848.97
FLEET BANK	CULTURAL COUNCIL	$5,853.19
FLEET BANK	POLICE	$30,841.06
FLEET BANK	PAYROLL	$119,077.00
FLEET BANK	GENERAL VENDOR	$839,455.56
CHARTER ONE	RECREATION	$56,116.96
MMDT	CONSERVATION	$22,984.32
MMDT	CEMETERY CARE	$41,841.86
MMDT	GENERAL	$1,381,294.05
MMDT	STABILIZATION	$786,926.53
MMDT	PEAK ROAD FUND	$1,057.33
MMDT	DEACON WARRINER SCH FUND	$714.34
MMDT	CHLOE BLISS STEBBINS FUND	$2,703.25
MMDT	TERCENTARY OBSERVANCE FUND	$1,112.48
MMDT	SCHOOL LOT FUND	$687.91
MMDT	SOLDIERS MONUMENT PK FUND	$5,723.89
MMDT	CRANE PARK MEMORIAL FUND	$7,810.27
STATE STREET	GOVERNMENT INVESTMENT	$20,205.87
UNIBANK	GENERAL	$347,771.10

TOTAL BANK ACCOUNTS		$3,680,025.94
CERTIFICATE OF DEPOSIT	BANK OF WESTERN MASS	$457,425.91

TOTAL CASH		$4,137,451.85
		==========

TOWN COLLECTOR JULY 1, 2000 TO JUNE 30, 2001

TAXES:	OUTSTANDING	COMMITTED	REFUNDS	CASH - PAID TREASURER	ABATED & EXP	TRANSFERS	OUTSTANDING
PERSONAL PROPERTY							
1994	$2,825						$2,825
1995	$2,888						$2,888
1996	$3,044						$3,044
1997	$2,838						$2,838
1998	$3,344			$75			$3,269
1999	$3,222			($0)			$3,222
2000	$4,893			$1,806			$3,087
2001	$188,334	$188,528	$1,171	$374,874	$69		$3,091
2002	$0	$185,056	$0	$0	$0		$185,056
REAL ESTATE						TAX TITLE	
1990	$616						$616
1991	$8,387						$8,387
1992	$993						$993
1993	$1,074				$652		$422
1994	$1,542				$671		$871
1995	$3,071			$472	$625		$1,974
1996	$3,717	$1,403		$1,893	$649		$2,578
1997	$5,350	$1,423		$3,465	$665		$2,643
1998	$55,647	$383		$52,912	$685		$2,432
1999	$123,909	$391		$76,753	$700		$46,847
2000	$300,546	$412	$22,536	$170,703	$20,018	$33,113	$99,658
2001	$7,828,246	$9,186,304	$69,255	$16,695,265	$107,572	$1,445	$279,524
2002	$0	$8,475,453	$0	$20,244	$0	$86	$8,455,123
2003	$0	$0	$0	$958	$0	$0	($958)
PAYMENT IN LIEU OF TAXES - 2000		$2,501		$2,501			$0
MOTOR VEHICLE EXCISE							
PRIOR YEARS	$0			$0			$0
1992	$6,681				$6,681		$0
1993	$4,153			$28			$4,125
1994	$6,071			$112			$5,959
1995	$5,471			$152			$5,319
1996	$6,985			$675			$6,310
1997	$11,304			$1,201			$10,103
1998	$9,982	$5	$5	$2,214	$5		$7,773
1999	$21,091	$8,769	$1,195	$15,873	$1,920		$13,262
2000	$97,335	$289,717	$17,327	$348,571	$29,929		$25,879
2001	$0	$1,365,868	$9,607	$1,183,092	$29,015		$163,368
BOAT EXCISE							
1997	$258				$258		$0
1998	$323				$323		$0
1999	$216				$216		$0
FARM ANIMAL EXCISE							
1998	$28						$28
2000	0	$216.73		184.93			$32
APPORTIONED SEWER PAID IN ADVANCE	$0	$6,618		$6,562			$56
BETTERMENTS ADDED TO TAXES SEWER							
1998	$56			$56			$0
1999	$188			$125			$63
2000	$503			$205		$153	$145
2001	$0	$18,159		$17,062		$0	$1,097
BETTERMENTS ADDED TO TAXES WATER							
2001		$225		$225			$0

TOWN COLLECTOR

JULY 1, 2000 TO JUNE 30, 2001

TAXES:	OUTSTANDING	COMMITTED	REFUNDS	CASH - PAID TREASURER	ABATED	TRANSFERS	OUTSTANDING
COMMITTED INTEREST SEWER							
PAID IN ADVANCE	58	$351		$348			$60
1998	$14			$14			$0
1999	$40			$25		$0	$15
2000	$304	$0		$51		$231	$22
2001	$0	$6,997		$6,356		$0	$641
COMMITTED INTEREST WATER							
PAID IN ADVANCE		$0		$0			$0
2001		$146		$146			$0
LIENS ADDED TO TAXES SEWER							
1998	$479		$0	$479	$0		$0
1999	$1,068		$0	$811	$0	$0	$257
2000	$3,004	$0		$944		$1,405	$655
2001	$10,724	$0		$6,355	$395	$0	$3,974
LIENS ADDED TO TAXES WATER							
1999	$186	$0		$32		$0	$154
2000	$719	$0	$179	$53	$179		$666
2001	$1,307	$5,385	$0	$4,079	$0		$2,614
LANDFILL LIENS							
1998	$567			$567		$0	$0
1999	$965			$709		$0	$256
POLICE FALSE ALARM LIENS							
2000	$538			$0		$500	$38
WATER DEPARTMENT						TRANSFERS	
WATER RATES	$50,074	$866,163	$37	$869,047	$26,037	$5,385	$15,804
SEWER DEPARTMENT							
SEF	$0	$13,000	$0	$8,000	$0	$0	$5,000
SEWER USE	$46,498	$476,654	$616	$439,133	$43,688	$8,387	$32,559
LANDFILL						TRANSFERS	
2000	$61,255	$30		$265	$61,020		$0
2001	$0	$242,560	$0	$158,150	$13,620		$70,790
ACCOUNTS RECEIVABLE:							
LIQUOR LICENSES	$0	$28,965		$28,965			$0
VETERANS SERVICES	$12,715	$9,727		$6,111	$675		$15,656
							$0
TOTALS	$8,905,645	$21,381,409	$121,927	$20,508,896	$346,267	$50,706	$9,503,113

ITEMS COLLECTED	
INTEREST - TAXES	$84,049
FEES - TAXES, WATER, SEWER, SEWER AVAILABILITY, ETC	$37,454
BAG STICKERS	$7,434
POLICE FALSE ALARMS	$2,875
LANDFILL MISC	$15
MUNICIPAL LIENS	$14,009
TOTAL CASH PAID TO TREASURER	$20,654,732

STATEMENT OF TRUST FUNDS FY 2001

ADAMS CEMETERY IN TRUST FOR	PRINCIPAL AMOUNT	ADAMS CEMETERY IN TRUST FOR	PRINCIPAL AMOUNT	ADAMS CEMETERY IN TRUST FOR	PRINCIPAL AMOUNT	ADAMS CEMETERY IN TRUST FOR	PRINCIPAL AMOUNT
FRANK G. ADAMS	$300.00	FREDERICK COON	$50.00	W.H. GRAVES	$100.00	WILLIAM A. REED	$200.00
JOHN W. BALDWIN	$700.00	CRAWFORD FAMILY TRUST	$500.00	FRANKLIN B. GREEN	$100.00	JESSE L. RICE	$200.00
ETHELBERT BLISS	$256.23	LUCY M. DANE	$100.00	GRISWOLD FAMILY TRUST	$500.00	ETTA MAE SIMMONS	$200.00
EDWARD H. BROWER	$200.00	HIRAM DANKS	$100.00	HIMES BURIAL LOT	$200.00	NELLIE SPENCER	$100.00
LAURA BRUUER	$1,000.00	DEWITT FAMILY TRUST	$250.00	GEORGE E. KNOWLTON	$200.00	CHLOE B. STEBBINS	$100.00
ALBRO BRYANT	$100.00	J.W. DUNSMORE	$200.00	CHARLES NORTH	$200.00	LUTHER MILTON STEBBINS	$200.00
HOWARD CALKINS	$200.00	F. FULLER & M. LANE	$300.00	PERPETUAL CARE MISC	$3,500.00	ELIZABETH TUPPER	$50.00
HENRY CLARK	$100.00	HARRIET GATES GOLDSMITH	$200.00	CHARLES PARKER	$300.00	BLISS STOCK (FRAC SHARE)	$254.02
			$50.00	P.P. POTTER	$103.24	PIAGET FAMILY TRUST	$500.00
		TOTAL ADAMS CEMETERY AND ETHELBERT BLISS NON-EXPENDABLE TRUST AMOUNT					$11,613.49
				NEW NON-EXPENDABLE TRUST		BLISS STOCK (FRAC SHARE) (NEW)	$929.83 $0.00

	BALANCE 6/30/2000	AVAILABLE 6/30/2000	INTEREST FY 2001	DIVIDENDS FY 2001	EXPENSES FY 2001	BALANCE 6/30/2001	AVAILABLE 6/30/2001
TOTALS ADAMS CEMETERY AND ETHELBERT BLISS	$22,502.23	$10,888.74	$1,392.02	$497.55	$278.97	$25,042.66	$12,499.34

EAST WILBRAHAM CEMETERY IN TRUST FOR	PRINCIPAL AMOUNT	EAST WILBRAHAM CEMETERY IN TRUST FOR	PRINCIPAL AMOUNT	EAST WILBRAHAM CEMETERY IN TRUST FOR	PRINCIPAL AMOUNT	EAST WILBRAHAM CEMETERY IN TRUST FOR	PRINCIPAL AMOUNT
CHARLES AMADON	$150.00	EMMA CARSON	$50.00	LORA M. GREEN	$50.00	INEZ PERRY (2)	$100.00
BISHOP LOT	$150.00	INEZ CHILSON	$100.00	ELIZA U. JONES	$100.00	IRA G. POTTER	$100.00
HENRY BOWKER	$100.00	EVALINA H. COPELAND	$100.00	ABRAHAM KNOWLTON	$100.00	FRANK & HATTIE RINDGE	$50.00
H. BUTLER & H. GREEN	$100.00	DASCO LOT	$200.00	CHARLES R. KNOWLTON	$100.00	MARTHA E. SMITH	$50.00
JAME A. BUTLER	$100.00	CHARLES A. GATES	$100.00	A. LEMIEUX SR.	$110.00	SPEAR - BUTLER LOT	$200.00
PHILIP & ANGELINA BUTLER	$100.00	BLANCH B. GILBERT	$150.00	LOIS LOUNSBURY	$110.00	FRANCIS E. STEBBINS	$200.00
WILLIAM BUTLER	$100.00	BENJAMIN B. GREEN	$100.00	ANGELINE P. MORGAN	$75.00		
ABEL B. CALKINS	$150.00	FRED W. GREEN	$100.00	PERPETUAL CARE MISC	$3,500.00		
CHARLES M. CALKINS	$100.00	HENRY GREEN	$100.00	INEZ PERRY (1)	$100.00		
		TOTAL EAST WILBRAHAM CEMETERY NON-EXPENDABLE TRUST AMOUNT					$6,995.00
						(NEW) PERPETUAL CARE MISC	$0.00

	BALANCE 6/30/2000	AVAILABLE 6/30/2000	INTEREST FY 2001	DIVIDENDS FY 2001	EXPENSES FY 2001	BALANCE 6/30/2001	AVAILABLE 6/30/2001
TOTAL EAST WILBRAHAM CEMETERY	$8,240.59	$1,245.59	$492.51	$0.00	$102.16	$8,630.94	$1,635.94

STATEMENT OF TRUST FUNDS FY 2001

GLENDALE CEMETERY IN TRUST FOR	PRINCIPAL AMOUNT	GLENDALE CEMETERY IN TRUST FOR	PRINCIPAL AMOUNT	GLENDALE CEMETERY IN TRUST FOR	PRINCIPAL AMOUNT	GLENDALE CEMETERY IN TRUST FOR	PRINCIPAL AMOUNT
JOHN W. BALDWIN	$200.00						
ANNA C. KIBBEE	$100.00						
PERPETUAL CARE MISC	$3,500.00						
ALLYN C. SEARER	$200.00						
TOTAL GLENDALE CEMETERY NON-EXPENDABLE TRUST AMOUNT							$4,000.00

TOTAL GLENDALE CEMETERY	BALANCE 6/30/2000	AVAILABLE 6/30/2000	INTEREST FY 2001	DIVIDENDS FY 2001	EXPENSES FY 2001	BALANCE 6/30/2001	AVAILABLE 6/30/2001
	$7,797.99	$3,797.99	$466.95	$0.00	$96.68	$8,168.26	$4,168.26
SUBTOTAL CEMETERIES	$38,540.81	$15,932.32	$2,351.48	$497.55	$477.81	$41,841.86	$18,303.54

MISC FUNDS IN TRUST FOR	PRINCIPAL AMOUNT	MISC FUNDS IN TRUST FOR	PRINCIPAL AMOUNT	MISC FUNDS IN TRUST FOR	PRINCIPAL AMOUNT	MISC FUNDS IN TRUST FOR	PRINCIPAL AMOUNT
PEAKE ROAD	$434.90	CHLOE B. STEBBINS	$100.00				
SCHOOL LOT FUND	$641.74	TERCENTARY OBSERVANCE	$250.00				
SOLDIERS' MONUMENT	$1,000.00	DEACON WARRINER SCHOOL	$667.00				
TOTAL MISC NON-EXPENDABLE TRUST AMOUNT							$3,093.64

MISCELLANEOUS	BALANCE 6/30/2000	AVAILABLE 6/30/2000	INTEREST FY 2001	EXPENSES FY 2001	BALANCE 6/30/2001	AVAILABLE 6/30/2001
PEAKE ROAD	$997.49	$562.59	$59.84	$0.00	$1,057.33	$622.43
SCHOOL LOT FUND	$1,088.88	$447.14	$46.17	$447.14	$687.91	$46.17
SOLDIERS' MONUMENT	$5,400.11	$4,400.11	$323.78	$0.00	$5,723.89	$4,723.89
CHLOE B. STEBBINS	$2,550.31	$2,450.31	$152.94	$0.00	$2,703.25	$2,603.25
TERCENTARY OBSERVANCE	$1,049.55	$799.55	$62.93	$0.00	$1,112.48	$862.48
DEACON WARRINER SCHOOL	$1,101.77	$434.77	$47.34	$434.77	$714.34	$47.34
TOTAL MISCELLANEOUS	$12,188.11	$9,094.47	$693.00	$881.91	$11,999.20	$8,905.56
TOTAL CEMETERIES AND MISCELLANEOUS	$50,728.92	$25,026.79	$3,044.48	$1,359.72	$53,841.06	$27,209.10

		INTEREST	TRANSFERS IN	TRANSFERS OUT		AVAILABLE 6/30/2001
STABILZATION FUND	$816,299.23	$48,472.30	$0.00	$77,845.00		$786,926.53
POLICE TRUST FUND	$26,312.79	$347.90	$6,578.29	$2,397.92		$30,841.06
CONSERVATION FUND	$14,766.78	$1,217.54	$7,000.00	$0.00	$22,984.32	$22,984.32

Board of Assessors

In fiscal year 2002 the total taxable value for the town increases 2%. We based our numbers on sales analysis and field reviews of market indicators as of January 1, 2001. This served as our benchmark of property values for FY 02 (July 1, 2001 – June 30, 2002). The value increased a total of 20,699,182 and $402,695 in new growth.

During the past year we were able to continue our cyclical inspection program and visited approximately 800 properties. This might inconvenience many of our citizens however it is crucial that we maintain the most accurate property data. These inspections and the data collected from them insure fair and equitable valuations and taxation for all citizens.

On October 29th, the Board of Selectmen voted to stay with a single tax rate for all property classes. As a result neither the Residential Exemption or Small Commercial Exemption was adopted. The Recap sheet for FY 02 (attached in the appendix) was approved by the Department of Revenue with a single rate of $17.94 on November 19th.

The Board would like to acknowledge the service of Frederick C. Peck III. Fred had served the Board for 15 months. Even though his tenure was brief he added considerable talents, insight and skill to the Assessors Office. He will be missed. Fred was replaced by W. Rose Chapman. Rose was appointed by vote of a joint meeting of the Selectmen and Assessors in August. We would like to show our gratitude to Manuel Silva, MAA, for his continued leadership in the office. We would also wish to commend Diane Hildreth, Assistant Administrator, whose duties have expanded to include field inspections. In addition, the Board would mention the efforts of Frances Boudreau, our senior staff member and Linda Ferrero who adds to her prior experience by completing her second year in the office. We especially thank all the department heads and their staff for their increasing cooperation and assistance. It is greatly appreciated.

Richard J. Howell, Chairman
Dorothy A. Gates
W. Rose Chapman

THE COMMONWEALTH OF MASSACHUSETTS
DEPARTMENT OF REVENUE
TAX RATE RECAPITULATION

of FISCAL 2002

WILBRAHAM

City\Town\District

I. TAX RATE SUMMARY

Ia. Total amount to be raised (from IIe)	$	25,561,263.18
Ib. Total estimated receipts and other revenue sources (from IIIe)		7,297,144.00
Ic. Tax levy (Ia minus Ib)	$	18,264,119.18
Id. Distribution of Tax Rates and levies		

CLASS	(b) Levy percentage (from LA-5)	(c) IC above times each percent in col (b)	(d) Valuation by class (from LA-5)	(e) Tax Rates (c) / (d) x 1000	(f) Levy by class (d) x (e) / 1000
Residential	88.9693%	16,249,458.99	905,767,400	17.94	16,249,467.16
Exempt					
Open Space	0.0000%	0.00	0		
Commercial	7.0048%	1,279,365.02	71,313,000	17.94	1,279,355.22
Exempt					
Industrial	1.8998%	346,981.74	19,341,600	17.94	346,988.30
SUBTOTAL	97.8739%		996,422,000		17,875,810.68
Personal	2.1261%	388,313.44	21,644,844	17.94	388,308.50
TOTAL	100.0000%		1,018,066,844		18,264,119.18

Board of Assessors of **WILBRAHAM**
City or Town

Date

Tel. No.

Do Not Write Below This Line --- For Department of Revenue Use Only

Reviewed By

Date

Approved:
Director of Accounts

Date

This form approved by Commissioner of Revenue

II. Amounts to be raised

IIa. Appropriations (col. (b) through col. (e) from Page 4)		$ 25,029,952.00
IIb. Other amounts to be raised		
1. Amounts certified for tax title purposes		
2. Debt and interest charges not included on page 4		
3. Final court judgments		
4. Total overlay deficits of prior years	8,249.49	
5. Total cherry sheet offsets (see cherry sheet 1-ER)	20,654.00	
6. Revenue deficits		
7. Offset receipts deficits Ch. 44, Sec. 53E		
8. Authorized deferral of teachers' pay		
9. Snow and ice deficit Ch. 44 Sec. 31D		
10. Other (specify on separate letter)	2,020.95	
TOTAL IIb (Total lines 1 through 10)		30,924.44
IIc. State and county cherry sheet charges (C.S. 1-EC cols. 1 and 2)		373,488.00
IId. Allowance for abatements and exemptions (overlay)		126,898.74
IIe. Total amount to be raised (Total IIa through IId)		$ 25,561,263.18

III. Estimated receipts and other revenue sources

IIIa. Estimated receipts - State		
1. Cherry sheet estimated receipts (C.S. 1-ER Total)	$ 1,566,596.00	
2. Cherry sheet overestimates (C.S. 1-EC Part E col. 3)		
TOTAL IIIa		1,566,596.00
IIIb. Estimated receipts - Local		
1. Local receipts not allocated (Page 3, col. (b), Line 23)	2,375,700.00	
2. Offset receipts (See Schedule A-1)	18,000.00	
3. Enterprise funds (See Schedule A-2)	2,081,839.00	
4. Community preservation funds (See Schedule A-4)	0.00	
TOTAL IIIb		4,475,539.00
IIIc. Revenue sources appropriated for particular purposes		
1. Free cash (Page 4, col. (c))	602,650.00	
2. Other available funds (Page 4, col. (d))	652,359.00	
TOTAL IIIc		1,255,009.00
IIId. Other revenue sources appropriated specifically to reduce the tax rate		
1. a. Free cash...appropriated on or before June 30, 2001		
b. Free cash...appropriated on or after July 1, 2001		
2. Municipal light source		
3. Teachers' pay deferral		
4. Other source :		
TOTAL IIId		0.00
IIIe. Total estimated receipts and other revenue sources (Total IIIa through IIId)		$ 7,297,144.00

IV. Summary of total amount to be raised and total receipts from all sources

a. Total amount to be raised (from IIe)		$ 25,561,263.18
b. Total estimated receipts and other revenue sources (from IIIe)	$ 7,297,144.00	
c. Total real and personal property tax levy (from Ic)	$ 18,264,119.18	
d. Total receipts from all sources (total IVb plus IVc)		$ 25,561,263.18

LOCAL RECEIPTS NOT ALLOCATED *

		(a) Actual Receipts Fiscal 2001	(b) Estimated Receipts Fiscal 2002
→	1. Motor vehicle excise	$ 1,523,737.56	$ 1,530,000.00
→	2. Other excise	184.93	200.00
→	3. Penalties and interest on taxes and excises	122,785.90	123,000.00
→	4. Payments in lieu of taxes	2,500.56	2,500.00
	5. Charges for Services - water		
	6. Charges for Services - sewer		
	7. Charges for Services - hospital		
	8. Charges for Services - trash disposal		
	9. Other charges for services	14,009.00	14,000.00
	10. Fees	21,227.24	21,000.00
	11. Rentals	34,485.00	35,000.00
	12. Departmental revenue - Schools		
	13. Departmental revenue - Libraries	4,578.37	4,500.00
	14. Departmental revenue - Cemeteries		
	15. Departmental revenue - Recreation		
	16. Other departmental revenue	37,609.30	38,000.00
	17. Licenses and permits	151,561.25	151,000.00
	18. Special assessments	30,803.51	29,500.00
→	19. Fines and forfeits	63,620.00	64,000.00
→	20. Investment income	167,372.82	167,000.00
→	21. Miscellaneous recurring (please specify)	11,833.00	14,300.00
	22. Miscellaneous non-recurring (please specify)	224,777.10	181,700.00
	23. TOTALS	$ 2,411,085.54	$ 2,375,700.00

I hereby certify that the actual receipts as shown in column (a) are, to the best of my knowledge correct and complete, and I further certify that I have examined the entries made on page 4 of the fiscal 2002 tax rate recapitulation form by the City or Town Clerk and hereby acknowledge that such entries correctly reflect the appropriations made and the sources from which such appropriations are to be met.

Date	Accountant/Auditor	Tel. No.

* Do not include receipts in columns (a) or (b) that were voted by the City/Town Council or Town Meeting as offset receipts on Schedule A-1, enterprise funds on Schedule A-2, or revolving funds on Schedule A-3. Written documentation must be submitted to support increases / decreases of estimated receipts to actual receipts.

→ Written documentation must be submitted to support increases/decreases of FY2001 estimated receipts to FY2002 estimated receipts to be used in calculating the municipal revenue growth factor.

CERTIFICATION OF APPROPRIATIONS AND SOURCES OF FUNDING

		APPROPRIATIONS					AUTHORIZATIONS MEMO ONLY	
City/Town Council or Town Meeting Dates	FY*	(a) Total Appropriations Of Each Meeting	(b) ** From Raise and Appropriate (Tax Levy)	(c) From Free Cash See B-1	(d) From Other Available Funds See B-2	(e) From Offset Receipts, See A-1 or Enterprise Funds, See A-2 Community Preservation See A-4	(f) *** Revolving Funds See A-3	(g) Borrowing Authorization
05-07-2001	2002	24,986,248.00	21,858,687.00	602,650.00	470,014.00	2,054,897.00	35,000.00	386,357.00
		0.00						
05-07-2001	2001	177,787.00			132,845.00	44,942.00		307.83
		0.00						
10-15-2001	2002	(134,083.00)	(183,583.00)		49,500.00			237,500.00
		0.00						
		0.00						
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		0.00						
Totals		25,029,952.00	21,675,104.00	602,650.00	652,359.00	2,099,839.00		
		Must Equal Cols. (b) thru (e)						

* Enter the fiscal year to which the appropriation relates, i.e., fiscal year 2001 or fiscal 2002.

** Appropriations included in column (b) must not be reduced by local receipts or any other funding source. Appropriations must be entered gross to avoid a duplication in the use of estimated or other sources of receipts.

*** Include only revolving funds pursuant to Chapter 44, Section 53 E 1/2.

I hereby certify that the appropriations correctly reflect the votes taken by Town Meeting/City Council.

WILBRAHAM
City/Town

Date

Clerk

Tel. No.

Accountant's report

The main obligation of the Accounting Department is to maintain the financial records of the town. Several reports, Balance Sheet, Schedule A, Revenue and Expense Report, are produced in this department. These reports are submitted to the state's Division of Local Services and the Department of Revenue where they are used to calculate a certified "free cash" figure for the town.

A further responsibility of the department is to provide the Board of Selectmen, Town Administrator, Finance and Capital Planning Committees and department directors with necessary information used to compile projected revenue and expenses for the coming fiscal year. We provide department directors, on a weekly basis, a report showing their expenses for the prior week, balances in each line item, and percent of budget to date that has been expended.

Payroll/Accounts Payable clerk Elayne Stratton is responsible for producing payroll and vendor warrants on a weekly basis. She produces approximately 15,000 to 20,000 checks annually. Elayne is also responsible for monitoring employee payroll deductions.

Assistant Town Accountant Nancy Johnson acts as liaison to the Finance and Capital Planning Committees providing them with financial information and reports enabling them to do their jobs. Nancy also serves as the recording secretary for both committees.

Most of the duties in the Accounting Department are governed by Massachusetts General Laws and as Town Accountant, it is my responsibility to ensure this occurs.

I take this opportunity to thank my staff -- Elayne Stratton and Nancy Johnson -- for their hard work; it is appreciated.

JoAnne DeGray, CGA
Town Accountant

Combined Balance Sheet - All Fund Types and Account Group

	Government Fund Types			Proprietary Fund Types	Fiduciary Fund Types	Account Group	Totals
	General	Special Revenue	Capital Projects	Enterprise	Trust & Agency	General Long Term Debt	Memorandum Only
Assets							
Cash & Cash Equivalents	$1,288,691.18	$781,175.19	$93,844.59	$452,795.82	$931,820.26		$3,548,327.04
Restricted Cash		900.23			955,092.35		955,992.58
Receivables:							
Property Taxes	479,271.40						479,271.40
Tax Liens	201,221.60						201,221.60
Excises	242,156.33						242,156.33
Utilities				133,610.56			133,610.56
Special Assessments	125,604.83						125,604.83
Other	37.50	279,021.38					279,058.88
Due from Other Governments	19,604.94	10,983.46					30,588.40
Amt to be Provided for Retirement of General Long Term Obligations						$ 2,113,000.00	2,113,000.00
TOTAL ASSETS	$2,356,587.78	$1,072,080.26	$93,844.59	$586,406.38	$1,886,912.61	$2,113,000.00	$8,108,831.62
Liabilities & Fund Equity							
Liabilities:							
Deferred Revenue	$1,055,533.60	$264,048.49		$133,610.56			$1,453,192.65
Deferred Compensation							
Performance Bonds					928,460.39		928,460.39
General Obligation Bonds						1,460,000.00	1,460,000.00
Accrued Compensated Absences						653,000.00	653,000.00
Other Liabilities			1,053,450.00				1,053,450.00
TOTAL LIABILITIES	$1,055,533.60	$264,048.49	$1,053,450.00	$133,610.56	$928,460.39	$2,113,000.00	$5,548,103.04
Fund Equity:							
Retained Earnings:							
Unreserved				245,033.53			245,033.53
Fund Balance:							
Reserved for Encumbrances	214,330.00	40,335.73		44,122.29			298,788.02
Reserved for Expenditures	653,650.00	777,938.46	(959,605.41)	163,640.00	931,820.26		1,567,443.31
Reserved for Revenue Deficit							
Unreserved, Undesignated	433,074.18	(10,242.42)					422,831.76
Restricted Fund Balance					26,631.96		26,631.96
TOTAL EQUITY	$1,301,054.18	$808,031.77	($959,605.41)	$452,795.82	$958,452.22	$0.00	$2,560,728.58
TOTAL LIABILITIES & FUND EQUITY	$2,356,587.78	$1,072,080.26	$93,844.59	$586,406.38	$1,886,912.61	$2,113,000.00	$8,108,831.62

ANNUAL TOWN REPORT

GENERAL & ENTERPRISE FUND EXPENDITURES

DEPARTMENT	FY2001 BUDGET	FY2001 TRANS IN/OUT	FY2001 EXPENDED	FY2001 ENCUMBERED	FY2001 SURPLUS
SELECTMEN SALARIES	274,649.00	(104,597.00)	168,444.78	0.00	1,607.22
SELECTMEN EXPENSES	45,875.00	94,576.00	128,178.53	12,272.00	0.47
TOTAL DEPT	320,524.00	(10,021.00)	296,623.31	12,272.00	1,607.69
TOWN MEETING SALARIES	15,711.00	0.00	14,833.61	0.00	877.39
TOWN MEETING EXPENSES	6,805.00	(1,100.00)	5,334.84	0.00	370.16
TOTAL DEPT.	22,516.00	(1,100.00)	20,168.45	0.00	1,247.55
REGISTRARS SALARIES	10,025.00	1,945.00	10,864.78	0.00	1,105.22
REGISTRARS EXPENSES	4,840.00	(500.00)	4,125.48	0.00	214.52
TOTAL DEPT.	14,865.00	1,445.00	14,990.26	0.00	1,319.74
TOWN REPORTS	5,000.00	0.00	5,000.00	0.00	0.00
ACCOUNTING SALARIES	77,676.00	4,292.00	81,774.04	0.00	193.96
ACCOUNTING EXPENSES	18,400.00	(2,000.00)	15,111.62	1,200.00	88.38
TOTAL DEPT.	96,076.00	2,292.00	96,885.66	1,200.00	282.34
ASSESSORS SALARIES	111,159.00	6,188.00	117,327.74	0.00	19.26
ASSESSORS EXPENSES	24,750.00	(4,480.00)	9,753.66	10,516.00	0.34
TOTAL DEPT.	135,909.00	1,708.00	127,081.40	10,516.00	19.60
TREAS/COLL SALARIES	98,551.00	4,654.00	102,790.04	0.00	414.96
TREAS/COLL EXPENSES	44,206.00	(2,000.00)	39,711.63	2,482.00	12.37
TOTAL DEPT.	142,757.00	2,654.00	142,501.67	2,482.00	427.33

DEPARTMENT	FY2001 BUDGET	FY2001 TRANS IN/OUT	FY2001 EXPENDED	FY2001 ENCUMBERED	FY2001 SURPLUS
TOWN CLERK SALARIES	63,117.00	448.00	63,512.86	0.00	52.14
TOWN CLERK EXPENSES	3,565.00	0.00	3,559.46	0.00	5.54
TOWN CLERK NON-RECURRING	3,463.00	0.00	3,463.00	0.00	0.00
TOTAL DEPT.	70,145.00	448.00	70,535.32	0.00	57.68
LEGAL EXPENSES	31,284.00	0.00	31,284.00	0.00	0.00
TOWN OFFICE EXPENSES	63,200.00	10,430.00	68,606.39	5,023.00	0.61
DATA PROCESSING SALARIES	41,426.00	1,081.00	42,194.82	0.00	312.18
DATA PROCESSING EXPENSES	67,371.00	0.00	67,326.58	0.00	44.42
TOTAL DEPT.	108,797.00	1,081.00	109,521.40	0.00	356.60
PLANNING SALARIES	69,491.00	2,366.00	71,543.56	0.00	313.44
PLANNING EXPENSES	4,840.00	0.00	4,839.87	0.00	0.13
TOTAL DEPT.	74,331.00	2,366.00	76,383.43	0.00	313.57
TOWN PROPS. SALARIES	49,838.00	(1,078.00)	48,759.95	0.00	0.05
TOWN PROPS. EXPENSES	212,000.00	22,490.00	148,834.11	85,655.00	0.89
TOTAL DEPT.	261,838.00	21,412.00	197,594.06	85,655.00	0.94
PENSIONS EXPENSES	549,725.00	0.00	549,725.00	0.00	0.00
GROUP INSURANCE EXPENSE	521,738.00	(15,000.00)	503,394.77	0.00	3,343.23
GENERAL INSURANCE EXPENSE	196,596.00	(3,053.00)	192,075.86	1,467.00	0.14
SURETY BONDS	1,500.00	(220.00)	1,277.50	0.00	2.50
INSPECTORS SALARIES	73,570.00	4,226.00	75,387.19	0.00	2,408.81
INSPECTORS EXPENSES	1,800.00	0.00	1,769.37	0.00	30.63
TOTAL DEPT.	75,370.00	4,226.00	77,156.56	0.00	2,439.44

DEPARTMENT	FY2001 BUDGET	FY2001 TRANS IN/OUT	FY2001 EXPENDED	FY2001 ENCUMBERED	FY2001 SURPLUS
POLICE DEPT. SALARIES	1,484,123.00	1,592.00	1,485,673.00		42.00
POLICE DEPT. EXPENSES	112,980.00	0.00	112,979.07	0.00	0.93
POLICE CAPITAL	51,600.00	0.00	51,600.00	0.00	0.00
TOTAL DEPT.	1,648,703.00	1,592.00	1,650,252.07	0.00	42.93
FIRE DEPT. SALARIES	1,144,913.00	0.00	1,140,469.99	0.00	4,443.01
FIRE DEPT. EXPENSES	99,540.00	1,700.00	91,352.69	7,287.00	900.31
FIRE DEPT. CAPITAL	64,000.00	0.00	62,325.00	1,640.00	35.00
TOTAL DEPT.	1,308,453.00	1,700.00	1,294,147.68	8,927.00	5,378.32
TREE WARDEN SALARIES	7,000.00	0.00	7,000.00	0.00	0.00
TREE WARDEN EXPENSES	42,150.00	0.00	37,513.25	4,636.00	0.75
TOTAL DEPT.	49,150.00	-	44,513.25	4,636.00	0.75
DISPATCH SALARIES	200,860.00	7,915.00	208,317.30	0.00	457.70
DISPATCH EXPENSES	3,950.00	(800.00)	2,116.97	0.00	1,033.03
DISPATCH NON-RECURRING	5,000.00	0.00	5,000.00		0.00
TOTAL DEPT.	209,810.00	7,115.00	215,434.27	0.00	1,490.73
SEALER WGTS SALARIES	3,244.00	98.00	3,342.00	0.00	0.00
SEALER WGTS EXPENSES	600.00	0.00	565.00	0.00	35.00
TOTAL DEPT.	3,844.00	98.00	3,907.00	0.00	35.00
DOG OFFICER SALARIES	12,336.00	365.00	12,701.00	0.00	0.00
DOG OFFICER EXPENSES	5,664.00	1,355.00	6,404.58	614.00	0.42
TOTAL DEPT.	18,000.00	1,720.00	19,105.58	614.00	0.42
REGIONAL SCHOOL ASSESSMENT	12,908,883.00	0.00	12,906,586.66	2,296.00	0.34
HIGHWAY SALARIES	462,626.00	27,458.00	475,965.17	0.00	14,118.83
HIGHWAY EXPENSES	282,882.00	143,255.00	398,370.59	27,766.00	0.41
HIGHWAY NON-RECURRING	15,000.00	0.00	15,000.00	0.00	0.00
TOTAL DEPT.	760,508.00	170,713.00	889,335.76	27,766.00	14,119.24

DEPARTMENT	FY2001 BUDGET	FY2001 TRANS IN/OUT	FY2001 EXPENDED	FY2001 ENCUMBERED	FY2001 SURPLUS
ENGINEERING SALARIES	79,949.00	2,063.00	80,541.20	0.00	1,470.80
ENGINEERING EXPENSES	14,250.00	(1,325.00)	12,866.40	0.00	58.60
TOTAL DEPT.	94,199.00	738.00	93,407.60	0.00	1,529.40
HISTORICAL EXPENSES	500.00	0.00	0.00	0.00	500.00
CONSERVATION EXPENSES	2,610.00	(1,300.00)	1,309.68	0.00	0.32
BRD OF APPEALS EXPENSES	500.00	179.00	569.80	0.00	109.20
INSECT CONTROL SALARIES	1,936.00	58.00	1,994.00	0.00	0.00
INSECT CONTROL EXPENSES	4,650.00	0.00	2,064.37	2,585.00	0.63
TOTAL DEPT.	6,586.00	58.00	4,058.37	2,585.00	0.63
SANITARIAN SALARIES	8,074.00	235.00	8,309.00	0.00	0.00
SANITARIAN EXPENSES	680.00	0.00	680.00	0.00	0.00
TOTAL DEPT.	8,754.00	235.00	8,989.00	0.00	0.00
C.O.A. SALARIES	92,566.00	3,661.00	96,081.00	0.00	146.00
C.O.A. EXPENSES	10,440.00	(1,000.00)	9,379.00	0.00	61.00
TOTAL DEPT.	103,006.00	2,661.00	105,460.00	0.00	207.00
VETERANS SALARIES	8,680.00	261.00	7,612.23	0.00	1,328.77
VETERANS EXPENSES	8,750.00	500.00	8,899.95	0.00	350.05
TOTAL DEPT.	17,430.00	761.00	16,512.18	0.00	1,678.82
CEMETERIES EXPENSES	13,600.00	0.00	13,600.00	0.00	0.00
LIBRARY SALARIES	334,747.00	18,857.00	352,642.77	0.00	961.23
LIBRARY EXPENSES	152,521.00	0.00	151,441.73	1,079.00	0.27
TOTAL DEPT.	487,268.00	18,857.00	504,084.50	1,079.00	961.50

DEPARTMENT	FY2001 BUDGET	FY2001 TRANS IN/OUT	FY2001 EXPENDED	FY2001 ENCUMBERED	FY2001 SURPLUS
RECREATION SALARIES	71,415.00	2,010.00	72,269.11	0.00	1,155.89
RECREATION EXPENSES	20,035.00	0.00	19,279.33	0.00	755.67
RECREATION NON-RECURRING	9,400.00	0.00	5,266.72	4,133.00	0.28
TOTAL DEPT.	100,850.00	2,010.00	96,815.16	4,133.00	1,911.84
DEBT	510,375.00	437,601.00	505,020.00	0.00	0.00
INTEREST ON DEBT	93,996.00	(7,375.00)	74,835.92	0.00	1,067.08
SPECIAL ARTICLES	135,778.00	0.00	89,802.31	45,975.00	0.69
TOTAL GENERAL FUND	21,036,376.00	657,442.00	21,027,160.04	170,941.00	40,632.96
WASTEWATER SALARIES	145,167.00	(1,893.00)	136,563.75	0.00	8,603.25
WASTEWATER EXPENSES	292,434.00	0.00	240,513.77	35,000.00	16,920.23
TOTAL DEPT.	437,601.00	(1,893.00)	377,077.52	35,000.00	25,523.48
WASTEWATER SPECIAL ARTICLES	28,641.00	0.00	20,984.71	7,656.29	0.00
WATER SALARIES	257,987.00	40.00		0.00	4,772.74
WATER EXPENSES	771,318.00	44,942.00	740,135.89	1,466.00	74,658.11
TOTAL DEPT	1,029,305.00	44,982.00	740,135.89	1,466.00	79,430.85
WATER SPECIAL ARTICLES	92,294.00	0.00	30,952.00	0.00	61,342.00
SOLID WASTE SALARIES	159,166.00	0.00	136,914.91	0.00	22,251.09
SOLID WASTE EXPENSES	295,542.00	0.00	251,802.20	0.00	43,739.80
TOTAL DEPT.	454,708.00	0.00	388,717.11	0.00	65,990.89
SOLID WASTE SPECIAL ARTICLES	25,000.00	0.00	25,000.00	0.00	0.00
TOTAL ENTERPRISES	2,067,549.00	43,089.00	1,582,867.23	44,122.29	232,287.22
TOTAL EXP GEN & ENTERPRISE FDS	23,103,925.00	700,531.00	22,610,027.27	215,063.29	272,920.18

Finance Committee

The Finance Committee is made up of nine town residents appointed by the Board of Selectmen for three-year terms. The main function of the committee is to receive and evaluate information about the needs of the town, primarily the financial requirements of each department, and to recommend the budget appropriations required to meet these needs. The Finance Committee holds regular public meetings during this process and makes its final recommendations at the Annual Town Meeting.

The Town of Wilbraham is faced with growing demands on its financial resources and a tax base largely dependent on residential property taxes. This situation is acerbated by Proposition 2-1/2's limitation on the town's ability to raise revenues without an override vote. As FY 2002 comes to a close, we are faced with a funding deficit that is similar to that experienced in the early nineties and FY 2003 is expected to be the same if not worse. We need to face these realities together as a town.

The Finance Committee has encouraged and supported fiscal creativity that benefits the services available to town residents. Funding of projects and positions through grants and alternative resources other than raising tax revenues are regularly sought and achieved. We have also exercised creative approaches to managing overtime budgets and retirement/replacement staffing issues. The town departments have done a commendable job providing quality services to our community, through careful budget management and the efforts of the dedicated individuals we are so fortunate to have working for the town.

Our goal is to provide the best possible services to meet the needs of town residents within viable fiscal constraints. To accomplish this goal, we seek to balance the needs of a changing and growing town by scrutinizing expenditures, encouraging the pursuit of alternative sources of funding and of revenue and, when our best judgment deems it appropriate for the town, through property tax increases accomplished in an override of Proposition 2-1/2, voted on by town residents.

Gregory Gale, Chair
Marcia Zimmer, Vice-Chair
Sue Bunnell
Ken R. Furst
Kevin O'Donnell
Judy Curran
Kevin Dorsey
Paul DeSantis
Dominick LaSorsa

Capital Planning Committee

The Capital Planning Committee is a five-person committee, three appointed by the Board of Selectmen and two appointed by the Finance Committee. We work very closely with the Town's Finance Committee. We report to the Board of Selectmen.

Members serve three-year terms. Although not a prerequisite, four of our Members are current or former Members of the Town Finance Committee. This year our five members will have combined 57 years of service on both this Committee and the Finance Committee.

The Capital Planning Committee reviews the capital expenditures of the Town by maintaining a Five-Year Capital Plan. This Plan is formulated by speaking to Department Managers of the Town and evaluating their Capital Projects. Projects such as maintenance of Town buildings (including all school buildings except Minnechaug), vehicles and equipment purchases that are over $10,000. Our methodology also includes open public meetings, reviewing requests and recommendations submitted by town departments, on-site visits, input from citizens and requests from the Board of Selectmen. We present our Five-Year Capital Plan for review at the Annual Town Meeting. Our meeting dates are posted and residents of Wilbraham are very much welcome to attend and participate.

Our Committee is assisted by three very helpful town employees who attend most of our meetings. Our Town Treasurer/Collector, Tom Sullivan is our key resource for formulating our Five –Year Capital Plan. Nancy Johnson, the Town's Assistant Town Accountant provides exceptional administrative support, research and project work. Our Building Inspector, Lance Travallion is a great resource in dealing with our ongoing projects and his expertise in the construction areas is very valuable.

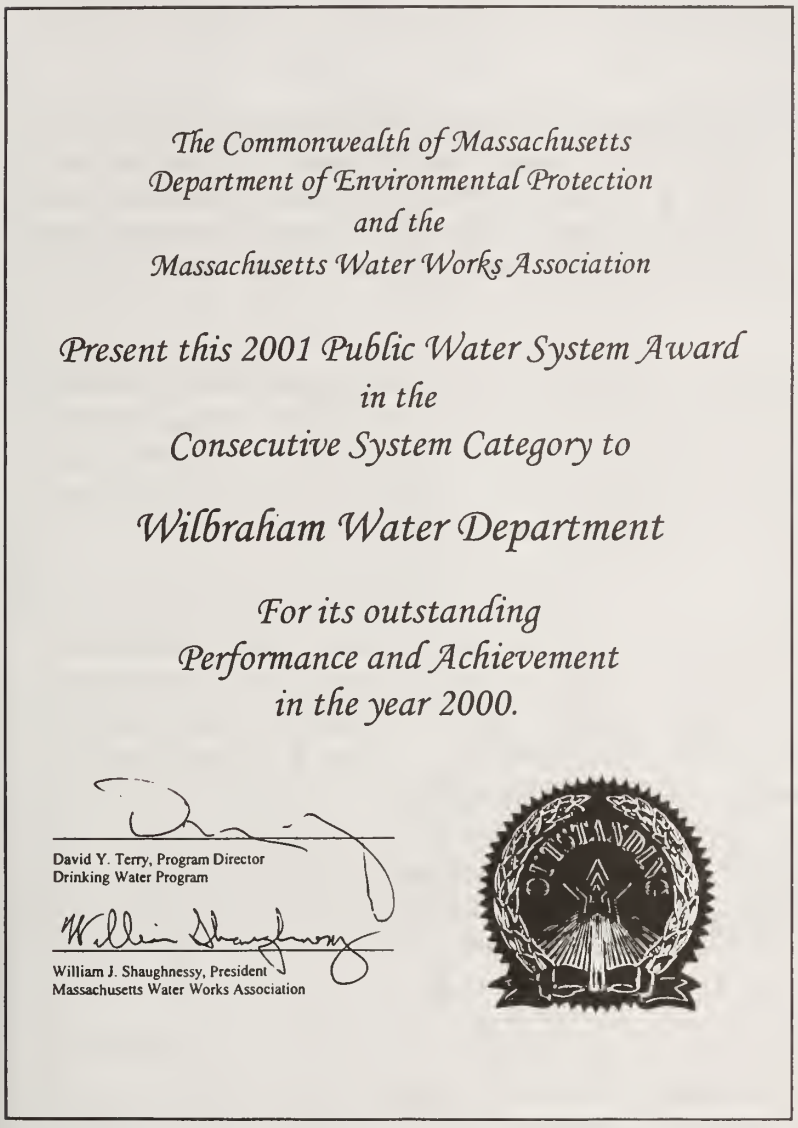
The members of the 2001 Capital Planning Committee are:

Appointed by the Board of Selectmen	Appointed by the Finance Committee
Bob Quintin, Chair	Marcia Zimmer
Bob Russell	Sue Bunnell
Brenda Canning	

Department of Public Works

What better way to start the Annual Town Report for the Department of Public Works (D.P.W.) than by recognizing the Wilbraham Water Division's major accomplishment this year. The Wilbraham Water Division placed first in the state under the Department of Environmental Protection Public Water Systems Awards' Program in the category of "Consecutive Water Systems". This recognition reflected well on the town throughout the entire state, and was a tremendous achievement for the Water Division. Our congratulations to Boston for its second place award, and to Lynnfield Water District for the third place award.

The Wilbraham D.P.W., made up of five divisions, which include Wastewater, Water, Landfill/Solid Waste, Highway, and Engineering, is pleased to submit this annual report to the residents of Wilbraham.



The Commonwealth of Massachusetts
Department of Environmental Protection
and the
Massachusetts Water Works Association

Present this 2001 Public Water System Award
in the
Consecutive System Category to

Wilbraham Water Department

For its outstanding
Performance and Achievement
in the year 2000.

David Y. Terry, Program Director
Drinking Water Program

William J. Shaughnessy, President
Massachusetts Water Works Association

During 2001 the list of duties performed by Water Division personnel, supervised by Michael Framarin, Water Superintendent, included, but were not limited to: five water breaks repaired, 15 new water service installations, the replacement of four old fire hydrants with four new pumper type fire hydrants, the installation two fire hydrants on a street that had minimal fire protection, over 80 main line gate valves were cleaned and checked for operation and exercised, 193 work orders of various tasks were accomplished, 63 testable backflow prevention devices were tested at least once per Mass. D.E.P. regulation, over 300 water samples were taken for water quality analysis, and over 3205 meters were read during March, and then again in September for water billing. The total water usage in 2001 was 467,144,000 gallons, the second highest yearly total in the seventy-four year history of the Water Division.

The Massachusetts Water Resources Authority (MWRA) supplies partially treated water from the Quabbin Reservoir, to Wilbraham via the Chicopee Valley Aqueduct (CVA). Since September 11, 2001 there has been much emphasis on security from our water supplier and within our own distribution system. Given the sheer volume of water at Quabbin (412 billion gallons when full), contaminating the water source would be extremely unlikely. For example, to contaminate the reservoir with a compound that had a Maximum Contaminant Level (MCL) of five parts per billion would take approximately one hundred and fifty-four thousand pounds (154,000 lbs.) of the contaminant. Nonetheless, security at Quabbin is extremely tight. The Water Division has increased security at key distribution system areas, by adding stronger locks, increased night illumination and additional surveillance. The events of September 11 have also

triggered plans for Wilbraham to test existing outdated emergency water connections with Springfield in the event that Quabbin is ever threatened. To some, it may seem like overkill to deploy additional security measures, but it is better to be safe and well prepared when it comes to public health.

Graphic Information System (GIS) is still a priority project for the Water and Engineering Divisions. The town's consultant, Marin Environmental, the Engineering Division, and the Water Division are working on Phase 4 of the GIS Water Project, which includes mapping water mains on Boston Road, Main Street and Soule Road. Events like September 11 have proven that quick accurate information about the town water system is a necessity.

The Board of Water Commissioners and the Water Division are aggressively pursuing the development of an additional water source to augment our supply from the MWRA. Recent developments have been promising in this area. Also, the board and staff attended many meetings regarding the MWRA Pipeline Redundancy Project, which will also enhance water pressure and flow characteristics along the CVA.

The DEP requires the Water Division to have a Corrosion Control Program (CCP) in place to reduce the slightly aggressive nature of our water. The Water Department started with a pilot CCP in 1995, and, after DEP review and approval, we went system wide with our CCP in 1997. The CCP is based on the injection of sodium silicate into the water system, flow paced with water usage. The monitoring of lead & copper levels in the tap water determines the success of the CCP. The Wilbraham Water Division has undergone five rounds of extensive lead & copper sampling and testing since the inception of our CCP back in 1997. After reviewing the analytical data produced, the DEP has reduced our required sampling to once every three years, due to extremely low levels of lead & copper in the tap water. This is a result of an extremely well operating CCP for Wilbraham.

During 2001 on Ruth Drive, for a project that was started in 1999 and will be completed in 2002, the Division installed approximately 1000 feet of eight-inch ductile iron (DI) pipe, two new fire hydrants, sixteen water service laterals and connected the new eight-inch main to the existing 12-inch water main on Soule Road. Also, as part of this project, a new eight-inch main line gate valve was installed in an easement off Sawmill Drive. One new eight-inch valve needs to be installed on Main Street to complete the Ruth Drive project.

The Water Division has completed a two-year effort of repainting and color coding the fire hydrants in the water distribution system during 2001. This was accomplished by the Water Division through coordinating, mapping, and providing all paint and supplies for various community service groups. Using data from recent fire hydrant flow testing, which is used to determine maximum fire flow, a color scheme for the caps on the hydrants has been devised. All 550 fire hydrants in the distribution system in Wilbraham and Ludlow have now been color-coded. This will allow the respective fire departments

in Wilbraham and Ludlow to immediately assess the on-site fire hydrant capabilities when arriving at a fire scene.

It is our pleasure to reiterate that the Wilbraham Water Division placed **first** in the Commonwealth of Massachusetts Department of Environmental Protection (DEP) Public Water System (PWS) Awards Program for 2001. Wilbraham had placed either second or third for six years in a row. Our award category is for consecutive water systems, which is defined as systems that purchase their water from another source. The Massachusetts DEP regulates, evaluates and scores all PWS's in the Commonwealth each year. Scoring is based on a points system that is determined by compliance with drinking water regulations such as water quality, water distribution and treatment issues, adhering to the DEP sampling schedule, and documentation. Each PWS score is then ranked in a category classification for the PWS Awards Program. There are 54 water systems in our category; Boston Water Department and Lynnfield Water District placed second and third, respectively. Local municipal water systems in our category include Agawam, Chicopee, East Longmeadow, Longmeadow, and South Hadley. The top ranked consecutive system accomplishment by Wilbraham is the first time a Western Massachusetts water utility, public or private, was rank #1 by DEP in the 31-year history of the Awards Program.

Wastewater Division

One-third of Wilbraham's community is serviced by the town's wastewater system. The Wastewater Division is an enterprise fund, supervised by Ron Lavoie and operated by two full- time employees. Division personnel are responsible for maintaining nine pump stations and 22 miles of pipeline, which includes, but is not limited to, repairing pipeline breaks, cleaning pipelines, performing electrical repairs, pump repairs, and building maintenance in the pump stations. Employees are also required to attend annual training programs with the Massachusetts Water Pollution Control Association.

In order to more efficiently maintain the wastewater system, the Division bought a new 2002 Ford F450 Super Duty truck in November 2001. It is equipped with a snowplow and a 3200-pound crane that is used to maintain the pump stations. During the year the division replaced a variable speed drive (VSD) on one of the pumps at the River Road pumping station, along with replacing the submersible pumps at the Fernwood Drive and Oxford Drive stations. A new bubbler system, which controls when the pumps turn on and off, was installed at the Cottage Avenue pumping station. With the assistance of a consultant (Weston & Sampson) and the Engineering Division, the Wellfleet Drive pump station was redesigned and will be replaced in February 2002. New pumps and all associated equipment for the replacement were purchased, and will be installed by Weston & Sampson and Wastewater Division personnel.

The town's largest pumping station on River Road pumps all of Wilbraham's wastewater to the City of Springfield's Wastewater Treatment Plant, also known as Bondi's Island. Over the course of the year the Wastewater Division has pumped 122,827,140 gallons

of wastewater to Bondi's Island. The highest volume of pumping occurred in April 2001, where 16,138,300 gallons of wastewater was pumped to Bondi's Island. The increase in flow was due to the inflow and infiltration (I & I) of storm water (rain water) into the wastewater system. The largest inflow is produced by private sources from sump pumps, foundation drains, open clean-outs, and roof drains piping rain water into the wastewater system. With the assistance of the Engineering Division, the Wastewater Division has, and will continue, to investigate the I & I problem by means of flow metering at various locations in the wastewater system. The Wastewater Division also installed manhole cover inserts throughout the Town in order to reduce the amount of rain water that leaks into the wastewater manholes.

The operational cost resulting from illegal sump pump connections and rainwater inflow into the wastewater system does, and will continue to, have a negative impact on the sewer rates unless they are eliminated. The City of Springfield meters the town's inflow and is paid for every gallon of wastewater they receive from Wilbraham to treat and discharge, whether it is rainwater or sewage. In 2001, the Wastewater Division paid $96,598.30 to Springfield for treating and discharging the town's wastewater. The revenues generated from wastewater fees, which are currently $2.63 per 100 cubic feet of water for residential customers and $3.42 per 100 cubic feet of water for commercial customers, are used to pay for the treatment expenses.

It is a priority of the town to eliminate rainwater from wastewater system. In the upcoming months, the Wastewater and Engineering Division plan on smoke testing and dye water tracing pipelines, as well as conducting residential basement surveys to further pin point the source of the I & I problem. Residents should disconnect sump pumps, and any other sources mentioned earlier, from the wastewater system and reroute the discharge to other permitted locations. Residents can contact the Engineering Division for further information.

The Wastewater Division has a Sewer Advisory Board that meets monthly to discuss the operations of the division.

Landfill/Solid Waste Division

The Landfill Division is supervised by Ron Lavoie and supported by one full-time and one part-time employee. The landfill was closed and capped in 1996, but is still used as a composting area and transfer station for solid waste and recyclables. The town pays a private hauler to transport the solid waste from the transfer station to ECO/Springfield, in Agawam, where it is burned to make electricity. The town, also pays for the hauling and disposal of various recyclables. Wilbraham residents have the option of purchasing a yearly landfill sticker to use the facility, or contracting a private hauler to provide curbside pick-up. Private haulers are not permitted to use the Wilbraham transfer station. This year 1818.72 tons of municipal solid waste (msw) was collected in Wilbraham and transported to ECO/Springfield.

On a regular basis landfill personnel clean up the disposal area, maintain the landscaping around the dog pound, maintain the composting piles and monitor the disposal area to confirm that all residents have a sticker on their vehicle and a sticker on each trash bag.

Highway personnel were also responsible for assisting in the maintenance of the landfill and transfer station grounds. Throughout the year, highway personnel mowed the landfill cap routinely, cleaned the retention basin, cleaned surrounding drainage swales, and cut brush around the perimeter of the entire facility. In addition, they chipped brush, and screened compost to make loam for town use.

Highway Division

The Highway Division, supervised by Frank Shea, had a very productive year despite some very severe storm events. Most notable was a torrential rain event that occurred on June 17th that required the town to declare a "state of emergency," which wasn't lifted until November. Most of the summer was spent recovering from the storm, which left Highway and Engineering Divisions behind schedule in other projects, as well as lacking funds to complete regularly scheduled projects. Engineering and Highway Division personnel worked collectively to document and submit an account of the town's damage to the Massachusetts Emergency Management Agency (MEMA). As a result, Wilbraham received financial assistance from MEMA to supplement the highway budget used to complete the repairs.

Many residents in town can attest to the severity of the storm and the damage left in its wake. Perseverance and hard work of our highway personnel produced many positive results. Repairs completed by the Highway Division included, but were not limited to, the following roads and surrounding areas: Boston Road, Brookmont Drive, Burleigh Road, Crane Hill Road, Glendale Road, Highmoor Drive, Main Street, Maynard Road, McIntosh Drive, Monson Road, Mountain Road, Red Bridge Road, Red Gap Estates, Rice Drive, Silver Street, South Mountain Road, Stony Hill Road, and Woodland Dell.

In addition to the devastation of the of the storm event, the highway and landfill operations lost both of their three-and-a-half-cubic-yard front end pay loaders. One caught fire and was completely destroyed, and the other loader developed a major transmission problem. With voter and selectmen approval, Capital Planning Committee and Financial Committee support, funding was put in place to purchase two new loaders. The need for this machinery, particularly during town emergencies and snowstorms, can't be overemphasized.

Because of the continued effectiveness of liquid deicers on the roadways, the Highway Division purchased another 3,000-gallon storage tank this year. Highway's talented personnel also constructed a spray bar system to pre-wet salt and sand to treat winter roadways. The long, harsh winter required D.P.W. personnel to work almost every

weekend to plow and/or sand. It was one of those New England winters in which it snowed before Thanksgiving and didn't show bare ground again until April.

The Cottage Avenue Bridge, owned by Ludlow and Wilbraham over the Chicopee River, was another project that required a considerable amount of work for the Highway and the Engineering Divisions. The state Bridge Inspectors reported severe deterioration of structural members under the bridge that required both towns to immediately post the bridge for a five-ton maximum load limit. This new posting created a hardship for local businesses as it prevented heavy trucks from using the bridge. With the tremendous cooperation of State Representatives Gale Candaras and Thomas Petrolati and Senator Brian P. Lees, along with help from the Ludlow D.P.W., we were able to secure funding, start design work, temporarily barricade the impacted area of the bridge, and re-rate the bridge through the Massachusetts Highway Department to allow truck traffic to travel on the bridge again. We were able to realize another savings when the Massachusetts Turnpike Authority came to our assistance and loaned us barriers for the bridge. It was wonderful to experience everyone working together to help resolve this problem so quickly.

Aside from all of the unexpected events, the Highway and Engineering Divisions were still able to get roadwork accomplished. The following road resurfacing and related work was completed with the assistance of Palmer Paving during the summer of 2001:

ROAD	WORK DESCRIPTION
Brooklawn Road	Total reconstruction, new drainage
Chestnut Hill Road	Total reconstruction, new drainage
Lebel Avenue	Total reconstruction, new drainage
Maple Street (Main to Chapel Street)	Total reconstruction, new drainage, concrete sidewalk
Main/Maple/Boston Road Intersection	Total reconstruction, new drainage, retaining wall, repair section of concrete sidewalk
Red Bridge Road (200' west of Chilson Rd to Palmer line)	Mill and resurface, new drainage
Ridgewood Road	Total reconstruction, new drainage
Shirley Street	Total reconstruction, new drainage
Stony Hill Road (Between Weston and Acton Street)	Resurface 100 foot section, concrete sidewalk, loamed and seeded
Tinkham Road (400' section beginning 500' west of Daniele Dr.)	Resurface 400 foot section

Summarized below are additional projects completed by Highway Division:

- Excavated by hand seven dump truck loads of material deposited in Main Street culverts.
- Excavated and repaired McIntosh Drive, Woodland Dell, and Brookmont Drive drainage swales, all destroyed by the June 17th storm.
- Repaired the culvert blockage at 2957 Boston Road, and the Bruuer Pond drainage easement.
- Excavated, graded, resurfaced, and added new drainage to Silver Street. Arranged with CSX Railroad to raise the Silver Street underpass bridge.
- Completed some drainage work at Minnechaug Regional High School.
- Maintained and mowed playing fields for the Recreation Department.
- Provided all maintenance work at Spec Pond and 14 other town properties, including the Police Department island.
- Sprayed and treated several locations for mosquitoes, including every catch basin in Town.
- Completed extensive pruning and trimming of trees and mowing on the tree belts throughout town, necessary for public safety.
- Cleaned catch basins.
- Loamed and seeded treebelt on Stony Hill Road and patched the road after the Springfield water main was replaced.
- Repaired over 5,000 potholes.
- Swept town public streets.
- Repaired and maintained all DPW equipment.
- Responded to 25 snow and/or emergency events.
- Demolished old buildings on Maynard Road property donated to the town.
- Picked up dead tree limbs in roads.
- Removed large dead animals in road.
- Attend weekly selectmen's meetings.
- Mowed Hampden's landfill.

Engineering Division

The Engineering Division oversees and assists the public works' activities within the town. The following is a list of some of the daily business activities completed by the Division:

Drainlayers' (Sewer Installers') Licenses	7
Pavement Cut/Driveway Permits and Inspections	44
Residential Inquiries Reported and Investigated	approx. 1100
Sanitary Sewer Connection Permits and Inspections	3
Septage Haulers' Licenses	3
Septic System Installers' Licenses	21
Water Installers' Licenses	5
Water and Sewer Semi-Annual Bills	3351

Engineering also serves as a liaison between residents, other divisions within the Department of Public of Works, other town departments, town organizations, and other municipalities. A majority of the Engineering Division's time is used to resolve random residential inquiries. Throughout the year engineering personnel also worked closely with the other divisions to complete a variety of projects summarized below.

- Surveyed, designed, and installed drainage with the Highway Division on Brooklawn Road, Shirley Street and Silver Street.
- Reviewed subdivision plans and performed routine subdivision inspections.
- Adjusted subdivision bonds for developers as work was completed.
- Reviewed various plans for Board of Appeals, Conservation and Planning Boards.
- Inspected and/or provided Engineering consultation to various projects, including: CVS, Dunkin Donuts, Wilbraham Self Storage Facility, Wilbraham Public Safety Complex, Springfield/Faculty Street, Stony Hill/ Boston Road Intersection and Post Office Park
- Continued to GPS Town drainage structures to update GIS and to assist in the completion of the Chicopee River Watershed Protection Project with Pioneer Valley Planning Commission (PVPC).
- Worked on Traffic Calming with Police Department.
- Worked with PVPC to maintain the regional pavement management database.
- Continue to develop the parcel information for the GIS.
- Assisted in the design of Veterans' monument at Crane Park.
- Finalized land acquisition and legal issues with Springfield/Ridgewood Project.
- Prepared bid documents for 2001 road paving project.
- Prepared documents for Chapter 90 reimbursement on completed roadwork from Mass Highway.
- Inspected contractor's road paving and drainage construction.
- Updated master snow plow map and individual snowplow maps for each plow truck.
- Researched alternative fuel vehicles for D.P.W.
- Investigated and resolved numerous residential issues involving all five divisions.
- Assisted Board of Health with septic system inspections and filing procedures.
- Prepared necessary maps for the acquisition of donated land on Maynard Road.
- Served as a member of the Joint Transportation Commission which is responsible for reviewing and prioritizing projects eligible for federal and state.
- Updated block plans with new property changes, and distributed copies to appropriate departments.
- Worked on GIS zoning map and road map.
- Served as a member of the Local Emergency Planning Commission (LEPC)
- Served as a director of Tri-County Highway Superintendents Association, which keeps cities and towns informed on current state and federal highway issues ranging from funding to law changes.
- Donated personal time to serve as a member of East Longmeadow's DPW Director selection committee in order to strengthen relations with area communities.

- Attended weekly Selectmen's meeting.
- Completed Bay State Roads' training programs with Highway personnel for pipe laying and surveying, winter de-icing methods and beaver problem solving methods.
- Performed routine inspections, gas and groundwater monitoring and prepared semi-annual reports with Tighe & Bond (Town Consultant) at the landfill for DEP.
- Continued research of DEP permitting requirements to use Landfill as a recreational field.
- Prepared annual solid waste and recycling reports for DEP.
- Provided oversight for recycling grant expenditures provided to the Town.
- Maintained office files and budget.
- Controlled Landfill and Engineering expenditures.
- Completed semi-annual wastewater billing.
- Created database for wastewater residential and commercial connection.
- Inspected new wastewater connections.
- Downloaded and analyzed data collected from the wastewater flow meters at Wellfleet and Stony Hill Road.
- Provided oversight for repairs to wastewater pump stations.
- Attended monthly meetings with Board of Wastewater Commissioners.
- Completed Industrial Wastewater Treatment, Wastewater Microbiology, and Pump Maintenance and Operation training.
- Completed semi-annual water billing.
- Attended MWRA meetings / provided information and comments for several studies and reports.
- Served as a member of Chicopee Valley Aqueduct (CVA) Working Group, which organizes projects for the CVA.
- Attended Board of Water Commissioners' bi-monthly evening meetings.
- Created database for every water connection in Town.
- Initiated and facilitated the replacement of an undersized Springfield water main on Stony Hill Road for six Wilbraham residents.
- Continue to expand the GIS with Marin Environmental Consultants and with the financial support from the Water Department.
- Supervised and evaluated two student interns.
- Prepared for and attended Capital Planning, Finance Committee, Department Head, and Financial Staff meetings.

Conclusion

Without a doubt, one can conclude that DPW certainly stays busy throughout the year. On behalf of all of our fine employees, thank you for your continued support and cooperation during the year.

Edmond W. Miga, Jr., PE.
DPW Director/Town Engineer

Recycling Coordinator

This year, the recycling field has been invigorated with many new developments and Wilbraham's recycling program is in the forefront of the Western Massachusetts recycling programs.

The recycling tonnage numbers have again increased. Recyclables sent to the Springfield Materials Recycling Facility (MRF) include: paper and cardboard 882.27 tons; bottle, cans and glass 64.29 tons; and plastic 43.12 tons. We also shipped 290.61 tons of small metal to R&R in Springfield. ECO-Springfield, the incinerator in Springfield, gives Wilbraham a tonnage credit for recovered scrap ferrous metal which amounted to 72.75 tons. The programs that dramatically increased tonnages were the paint and paint-related products and the televisions and computer monitors (CRT's) collection. For the first time we shipped four gaylords (4 x 4 x 4 cardboard boxes); approximately 0.57 tons of latex and oil-based paints to Clean Harbors, Inc. The paint shed schedule will again be expanded in frequency. Many cans of paint, especially white, were recycled for reuse by Wilbraham citizens. The CRT container was filled with increased frequency and the volume, to date, as been a staggering 10.50 tons. We have yet to address the high definition television disposal that could potentially be overwhelming. Both of these programs have been funded by the Massachusetts Recycling Incentive Program (M.I.R.P.) grant. Year four, phases one and two of the recycling grant program are finished. There are two levels of funding, a basic and an advanced. Wilbraham again qualified for the advanced level and consequently has received additional funds.

The fluorescent lighting and mercury-bearing wastes collection also had a record year: 5,136 feet of fluorescents and approximately 50 pounds of assorted mercury batteries.

On September 15th, Wilbraham hosted a regional residential Household Hazardous Waste (HHW) day in the parking lot of Minnechaug Regional High School. Seven communities were invited to participate and six were actually involved: Longmeadow, Hampden, Ludlow, East Longmeadow, Wilbraham, and Monson. It was a record year with the highest number of vehicles (households) being served. Our vendor was Clean Harbors, Inc., and this year a set-up fee was charged. The weather cooperated and pre-registration allowed inventory of anticipated wastes (consolidation was recommended during the initial phone contact). Due to past experience with waste motor oil, the committee decided to let Clean Harbors take the oil and it was included in our overall charges. We found this is the efficient and cleanest way to handle the oil. We plan to handle next year's event in the same manner.

Two viable alternatives to the one-day annual HHW event are now in place. A contract with Springfield's permanent HHW depot is currently under review. The facility will be available for a fee in the event that t resident moves or is deceased and the disposal time does not coincide with our annual HHW event. The other choice is reciprocal agreements allowing communities hosting events to let other cities and towns use their HHW event for disposal and pay a per-car unit fee.

One of my goals was realized this year, in the form of a chemical clean out of Minnechaug Regional High School. The process was initiated through a contact with Fire Chief Kenneth R. Willette, who arranged a meeting between interested parties at the high school. It was agreed an inventory was needed as the first step. I contacted Hillary Eustace, of the Office of Technical Assistance for Toxics Use Reduction. Her estimated volume of waste and the dollar amount to dispose of that waste alerted us to the priority of this clean out. I offered M.R.I.P. funds to help pay for the majority of the clean out and the school contributed $500. The most pivotal factor in the process was the discount of 50% that the vendor, Clean Harbors, Inc., offered if the event was held on the grounds of the high school. This would eliminate additional transportation charges for the hauler. A letter was written to the Regional School Committee asking permission for the use of the parking area for the event. Clean Harbors also initiated a separate inventory and cost summary. A contract was then received, signed and returned. On September 15th, a substantial amount of chemicals were removed. However, two more trips by the vendor were necessary to lab pack and transport additional chemical waste.

As a member of the Springfield MRF Advisory Board, representing medium size towns in Hampden County, I chair the Project Committee which experienced another busy year. We continue to offer the communities four different types of toter labels; the metal informational signs are also available ("PAPER" and "CONTAINER"). These items are paid for by utilizing the public education funds. The Project Committee continues to oversee the newsletter *Recycling Box News*. In addition, we currently are developed a website, www.springfieldmrf.org and offering 14-gallon blue set out and six-gallon blue apartment size set out recycling containers. These offers are essential to support and promote the Western Massachusetts communities in their recycling efforts.

Our fourth annual "Earth Week Clean-Up Day" was held on Saturday, April 21, 2001 at Spec Pond. As last year, many volunteers, specifically scout troops and the Department of Public Works crew, were involved in cleaning up the surrounding woods, raking leaves, picking up branches, and a general clean out of the mail building. This is always a rewarding experience because the results are often immediate and dramatic.

Needless to say, this year has been an exciting and an expanding one. The cooperation of the residents continues to be a source of pride. The future holds new experiences in the form of use of the Springfield depot and perhaps another school chemical clean out. These challenges will be met with interest and enthusiasm.

Marna J. Huber, Recycling Coordinator

Board of Water Commissioners

The Wilbraham Board of Water Commissioners continued, in 2001, to work on established goals to deliver high quality, reliable and cost-effective supply of water to the Town of Wilbraham (and pars of Ludlow on Miller Street) customers.

The Water Division budget is fully funded by the rates assessed to water users. As the division is an Enterprise Fund, no town tax dollars are involved in its operation. The town's water supply originates at the Quabbin Reservoir and arrives in Wilbraham via the Chicopee Valley Aqueduct (CVA) and is under the auspices of the Massachusetts Water Resource Authority (MWRA) from which the division purchases the water it uses. The costs from the MWRA are continually rising, mostly due to the imposition of more and more regulations by the EPA and the Commonwealth. Anticipated water cost increases from the MWRA are expected to be slightly over $46,000.00. Budget-wise, the cost of water is 42% of the division's total budget as compared to 5% ten years ago.

The temporary corrosion control facility housed in the MWRA metering chamber in Ludlow continues to work flawlessly, providing water exceeding EPA quality requirements. This chamber will become the property of Wilbraham around mid-2004, when the MWRA constructs a new metering chamber as part of the CVA Pipeline Redundancy Project.

As stated in the previous year's report by this board, the commission has continued to explore the establishment of a town well on a site near the south branch of the Mill River. Negotiations are nearing the final stages for this site. Once on line, it is expected that this well source will eventually lower the cost of water (or at least contain the cost increases from MWRA) to town users. It is planned to retain the MWRA connection for use under emergency situations.

Adding to the Water Division costs is a mandated quarterly testing for haloaceticacids (HAA) and trihalomethanes (THM). These tests are quite costly and it is hoped that the MWRA may be convinced to retreat on these requirements.

The town's Aquifer Protection Plan has been revised and updated to comply with the DEP requirements for ground water wells and will be presented to a Town Meeting for approval in the near future.

The town's water usage in calendar year 2001 was the second all-time high for consumption due to a very dry summer. State advisories received in the past several months indicated an extensive and serious drought condition throughout Massachusetts (and affecting the entire Northeast). While the Quabbin Reservoir is not in imminent danger of a water shortage, your Board of Water Commissioners urges all water users to be mindful to conserve this endangered resource.

Your hard-working Water Superintendent Michael Framarin and his able technicians were honored in 2001 for taking first place among 54 public consecutive water systems

in Massachusetts, beating out the City of Boston. A plaque was presented to the division at an awards ceremony in Northboro, Massachusetts. Kudos to your Water Division!

Albert E. Kirk, Chairman
Leland P. Miner
Zigmund A. Peret

Tree Warden

The tree care program in Wilbraham was concentrated on the removal of many dead and dangerous trees during 2001. Two tree removal contracts were awarded to outside contractors, resulting in the removal of 72 trees, major dead wood removed in 11 locations and lower limbs were removed in 6 locations. Storm damage was light this year with outside crews called into service on 11 occasions.

Our plans for 2002 include the continued removal of dying ash trees and other dangerous trees and limbs. We plan on planting a number of trees in the tree belt and removing some stumps in the coming year.

Gordon R. Long, Tree Warden

Pest Control

The pest control program in Wilbraham is concerned with the control of various insect and plant pests such as Dutch elm disease, poison ivy, gypsy moths, tent caterpillars, and other insects that attack our trees. The Pest Control Officer is responsible for the suppression of these pests on town-owned property and is under the jurisdiction of the Department of Environmental Management (DEM) of the Commonwealth of Massachusetts (specifically General Laws, Chapter 132, Section 13). The program, while being under-funded in Wilbraham, does represent a window from the town to the DEM.

In 2001, we removed 10 diseased elm trees. Poison ivy control was continued in the mountain area, where the plant concentration was heaviest. Additional poison ivy control is planed for 2002 in the lower areas. Mosquito control was accomplished by residents using B.t.i. briquettes for larvicide control in standing water. Briquettes were made available free to residents at the Town Office Building.

Gordon R. Long, Pest Control Officer

Police Department

The year 2001 was a most active year for the Wilbraham Police Department. We added a significant medical service, Automatic External Defibrillation. In a joint effort between the Board of Selectmen, the police officers and the Wilbraham Fire Department, life-saving medical services are now available with a shorter response time. We are all proud to provide this service.

Because of significant events in our nation, we instituted Critical Incident Response procedures that are integrated with other state and federal agencies. We also conducted very basic bio-hazard training for the officers, cell attendants, and support staff.

Through retirement we said ***"Goodbye"*** to Sergeant Donald A. Bracci. Don began his police career with this department on August 1, 1971 and was promoted to the rank of sergeant on January 8, 1983. From July 1999 through October 2000, he served as ***"Acting Captain."*** Sergeant Bracci's presence on a shift assured that services were at the highest level and the camaraderie was outstanding. In December, the Board of Selectmen voted to appoint Patrolman Timothy F. Kane, Jr. to the rank of sergeant effective January 2002.

The department also initiated federal ***"COPS"*** grant program designed to increase our response to traffic issues through the assignment of one officer to the ***"Traffic Enforcement & Community Education Program."*** The grant funding allowed for the hiring of Edward C. Lennon to a patrolman's position. Officer Lennon is certified with the *"Basic Municipal Police Officer"* training and served for six years with the Boston College Police Department.

The department has become dependant on federal and state grants to allow for the continuation of the D.A.R.E. Program, Citizens' Police Academy, the Bicycle Patrol Unit, the initiation of ***"Rape Aggression Defense"*** training and the assignment of the Traffic Program Officer.

During2001 we experienced significant increases in many areas of activity, FBI crime index events, call incidents (services), and written complaints (investigations). Through all the increased activity our clearance rate as a percentage of total criminal events remained the same. We are resolving more criminal events by our responses but unfortunately more criminal events are occurring. After experiencing a four-year decline in major criminal events reported in the ***"Uniform Crime Report-FBI Crime Index"*** the recorded events for burglary and larceny this year increased significantly. This occurred in spite of our increased visibility and timely responses to call incidents.

We are continuing to address the increase in calls for service. In doing so, it has become more evident that to maintain service, we must maintain the service hours available from officers and the means by which they deliver services. In planning for the

present and the future, the areas of emphasis must be vehicles, communication technology, and a public safety facility.

I am thankful for the community support we continue to receive. The support, combined with the fine work of our officers, is making Wilbraham a good place to live and work.

Allen M. Stratton
Chief of Police

Police Department Personnel

CHIEF
Allen M. Stratton

CAPTAINS
Roger Tucker
Raymond Kallaugher

SERGEANTS
Donald Bracci (retired)
Gary J. Pabis
Mark J. Krynicki
Daniel E. Carr
Glen Clark

PATROLMEN
Robert Pabis
Kenneth Konopka
Lawrence Henault
James H. Pirog
Donald Bouchard—Detective
John P. Siniscalchi—Court Officer
Dennis LaPlante—DARE Officer
Mark Paradis
Peter O. Laviolette
Lawrence Rich III
Thomas Korzec
Timothy Kane, Jr.
Robert Zollo
Harold Swift
Clifton Graves
Christian Letendre
Camille Provost
Daniel Menard
Shawn Baldwin
Matthew Markiewicz
Christopher Doyle
Jeffrey Rudinski
Edward Lennon

ADMINISTRATIVE ASSISTANT
Lisa M. Corriveau

MATRONS
Lisa M. Corriveau
Nancy Kober-Frappier
Sandra Gregoire
Lucy Wood
Linda Ely

CELL ATTENDANTS
Tom Cortis
Marc Duclos
Gary Saccomani
Anthony Gentile

I. CRIMINAL COURT COMPLAINTS

OFFENSE CLASSIFICATION ADULT

Kidnapping	0
Robbery	0
Assault Aggravated	13
Burglary/Breaking or Entering	8
Larceny/Theft	48
Vehicle Theft	5
Assault	41
Arson	0
Fraud/Forgery	9
Stolen Property Offenses	7
Vandalism	9
Weapon Offenses	3
Drug Offenses/Possession/Sales	65
Driving Under the Influence	66
Liquor Law Violation	44
Protective Custody	37
Disorderly Conduct	12
Vagrancy	0
Other Offenses	71
Motor Vehicle Offenses	354

OFFENSE CLASSIFICATION JUVENILE

Rape	0
Robbery	0
Assault Aggravated	0
Burglary/Breaking or Entering	4
Larceny/Theft	1
Vehicle Theft	3
Assault	2
Arson	2
Fraud	0
Stolen Property Offenses	1
Vandalism	5
Weapons Offenses	0
Drug Offenses/Possession/Sales	7
Driving Under the Influence	0
Liquor Law Violation	2
Protective Custody	0
Disorderly Conduct	2
Vagrancy	0
Other Offenses	7
Motor Vehicle Offenses	7
Runaway	2

II. PERSONS ARRESTED OR CHARGED OFFENSE TYPE

A. Criminal	366
B. Motor Vehicle	414
C. Protective Custody	37
TOTAL	**817**

III. PERSONS ARRESTED OR CHARGED BY AGE

A. Adults	772
B. Juvenile	45
TOTAL	**817**

IV. PERSONS ARRESTED OR CHARGED BY OFFENSE TYPE/AGE

A. **Criminal**	
Adults	327
Juvenile	38
B. **Motor Vehicle**	
Adults	408
Juvenile	7
C. **Protective Custody**	
Adults	37
Juvenile	0
TOTAL	**817**

V. PERSONS ARRESTED OR CHARGED BY SEX

A. **Adults Charged**	
Male	564
Female	171
B. **Juvenile**	
Male	39
Female	6
C. **Adults placed in protective custody**	
Male	33
Female	4
D. **Juveniles placed in protective custody**	
Male	0
Female	0
TOTAL	**817**

VI. PERSONS INCARCERATED BY AGE/SEX

A. **Adults**	
Males	230
Females	49
B. **Juveniles**	
Males	9
Females	2
TOTAL	**290**

VII. UNIFORM TRAFFIC OFFENSES

	civil	warning
Violate RMV Rules & Reg	76	45
Stop sign/Red lens violations	77	104
No right turn on red	4	7
Improper pass/Marked lanes	26	39
Seatbelt	87	70
Child restraint	5	1
Passing school bus	4	0
Speeding	470	733
Fail inspect MV	144	72
Defective equipment	79	196
Unregistered MV	16	2
No license/Reg in possession	36	17
All other moving violations	156	126
Recreational vehicle violation	2	1
TOTAL	**1182**	**1413**

VIII. MOTOR VEHICLE VIOLATIONS BY TYPE

A. Uniform Traffic Citations	1182
B. Warnings	1413
C. Parking Violations	64
TOTAL	**2659**

IX. UNIFORM CRIME REPORT (FBI CRIME INDEX OFFENSES)

Forcible Rape	3
Robbery	1
Aggravated Assaults	97
Burglary	90
Larceny-Theft	1210
Motor Vehicle Theft	22
Arson	2
TOTAL	**425**

X. BURGLARY BREAKDOWN

Forced Entry	52
Unlawful Entry	34
Attempted Forced Entry	4
TOTAL	**90**

XI. LARCENY BREAKDOWN

Larceny over $ 250	84
Larceny between $50 & $200	41
Larceny less then $ 50	82
TOTAL	**207**

XII. VEHICLE ACCIDENTS

Fatal Accidents	2
Personal Injury Accidents	132
Property Damage Accidents	241
Hit & Run Accidents	33
TOTAL	**408**

XIII. PERSONS INJURED IN M/V ACCIDENTS

Persons Killed	2
Persons Injured	132
TOTAL	**134**

XIII. OTHER ACTIVITY PUBLIC LOG

Call Incidents	14,690
Call Incidents needing further invest	1352
Alarms investigated	989
Lost/Missing Persons	43
Summons Served/ Various Jurisdiction	65
Suspicious Persons/Activity	1752
Deaths Investigated	6
Complaints/Obscene/Harassing Phone Calls	46
Towed M.V.'s	578
Domestic Disturbances	75
Vandalism	224
Unsecured buildings	24

XIV. STOLEN PROPERTY BREAKDOWN

There was a total of $ 47,162.00 taken in breaks into homes.
There was a total of $ 18,147.00 taken in breaks into businesses.
There was a total of $ 166,635.00 taken in larcenies.
There was a total of $ 433,892.00 taken in motor vehicle thefts.
There was a total of $ 5.00 taken in robberies.
There was a grand **total** of $ 665,841.00 in property stolen in town in 2001.

XV. RECOVERED PROPERTY

There was a total of $ 439,443.00 in stolen property recovered.

XVI. COURT ACTIVITY

A. Arraignments	
Adults	683
Juveniles	27
TOTAL	**770**
B. Pretrials	
Adults	714
Juveniles	23
TOTAL	**736**
C. Trials	
Adults	71
Juveniles	5
TOTAL	**76**
D. Hearings	
Show Cause Civil	487
Show Cause Criminal	51
Grand Jury	13
Motions	17
Pretrial Conferences	518
TOTAL	**2040**

XVII. PERMITS ISSUED

Pistol Permits	121
F.I.D. Cards	27

XVIII. FEES COLLECTED

Pistol Permits	$2,800.00
F.I.D. Cards	$ 625.00
Video/Report Requests	$2,190.00
Dealer Permits	-0-
Fingerprint Cards	$25.00
Restitution Checks	-0-
TOTAL	**$5,640.00**

STATISTICAL COMPARISON FOR UNIFORM CRIME REPORT-FBI CRIME INDEX

	2000	2001	% CHANGE
Criminal Homicide	0	0	0%
Rapes	0	3	+300%
Robbery	2	1	-100%
Assault	77	97	+25.9%
Burglary/Residential	20	61	+205%
Burglary/Business	12	28	+133.3%
Larceny	143	210	+51%
Auto Theft	19	22	15.8%
Arson	2	2	0%
TOTAL	**275**	**425**	**+54.5%**

STATISTICAL COMPARISON FOR W.P.D. ACTIVITY INDEX

	2000	2001	% CHANGE
Call Incidents	12891	14690	+13.9%
Written Complaints	1043	1352	+29.6%
Alarms Responded To	1020	989	-3.0%
Protective Custody	16	37	+131.2%
Criminal Arrests	384	366	-4.7%
Motor Vehicle Arrests	426	414	-2.8%
Vandalism	176	224	+27.3%
Domestic Disturbance	68	75	+10.3%
Motor Vehicle Accidents- Fatal	0	2	+200.0%
Motor Vehicle Accidents- Injury	128	132	+3.1%
Property Damage	252	241	-3.6%
Motor Vehicle Accidents- Total	380	408	+7.4%
Hit & Run Accidents	--	33	N/A

MOTOR VEHICLE VIOLATIONS CITED

	2000	2001	% CHANGE
Civil	1445	1182	--18.2%
Warnings	1367	1413	+3.4%
Arrest	502	415	-17.3%
Criminal	1049	968	-7.7%
TOTAL	**4366**	**3978**	**-8.9%**

UNIFORM CRIME REPORTING CLEARANCE RATES

	2000	2001
First 6 Months	32.5%	42.1%
Second 6 Months	30.4%	24.0%
TOTAL YEAR	**31.1%**	**30.8%**

Fire Department

In 2001, the Town of Wilbraham experienced an overall 14% increase over Fire Department responses in 2000. This represented a 38% increase over 1998 overall emergency response activity and illustrates our town's growth and resulting demand for services. The increase in emergency responses challenged the department and its personnel to meet the needs of our community, but through a mix of on-duty personnel, off-duty personnel, back-up service agreements, the Fire Department provided the best service possible with the resources available.

Two structure fires occurred in areas of town not serviced by fire hydrants, one on Ridge Road and the other on Boston Road. Using our tanker truck, all off-duty personnel and mutual aid resources, we were able to mount an aggressive attack on these fires and sustain an adequate water supply. The need to provide this type of fire attack is not common to many of our neighboring suburbs which have municipal water throughout the community. Department personnel performed extremely well at these incidents and proved our ability to provide fire suppression to the areas of town without

fire hydrants. In response to this problem, new sub-developments lacking a water system may opt to install a static water supply on site that will be available to be used for any fire in town.

Funding approved at earlier town meetings for portable radios, large diameter hose, and new fire apparatus all contributed to the strength of our fire attack, and I thank the town for its support over the years .Our next challenge is to continue progress on improving our fire station facilities and look to the possibility of new building in a more central location.

Along with fire suppression, our department provides emergency medical services to the town. There has been a definite increase in the number of emergency medical transports we provide utilizing our two advanced life support ambulances. From 1998 to 2001, there was a 38% increase in the number of emergency transports, but a zero per cent increase in department personnel. In response to this, the Board of Selectmen, Ambulance Oversight Committee, Board of Fire Commissioners, Finance Committee and 2000 Town Meeting approved funding for one career firefighter/emergency medical technician from ambulance operating receipts, and in December, Dane George joined the department. I have requested funding for a second position from the ambulance operating receipts within my 2003 budget request, and neither of these positions require support from the General Fund. These positions will reduce the need for overtime while increasing the availability of our second ambulance by having a crew on duty and ready for immediate response, as opposed to relying on off-duty personnel to staff it, which is the current practice.

Firefighter/Intermediate Josh Mullen joined the Department, filling a vacancy left by Jeff Legendre. Josh is enrolled in paramedic training at Springfield College and slated to complete the program in 2002. Dane George is slated to begin paramedic training in early 2003, completing the program in 2005. Upon completion, we will have eight paramedics, allowing two to be assigned to each shift.

The last major event to impact the department in 2000 was the attack America experienced on September 11. The attacks on New York, Washington D.C. and over Pennsylvania shocked us into a new reality, our role in providing homeland defense. This was tested soon, when anthrax became a concern . The Fire Department, in partnership with the Police Department, Board of Health, and Central Dispatch, underwent training in new procedures and equipment to respond to this threat. Included in the 2003 budget request is additional funding to provide the increased personal protective equipment for firefighters to safely respond to such threats and administer immediate medical care.

Your Fire Department is comprised of a team of well trained and highly motivated professionals. It includes a core group of career firefighters, members of the professional Firefighters of Wilbraham, and on-call firefighters. Firefighters like Dave Bourcier and Russ Mitchell, who responded to Ground Zero at New York City and provided support to their brother and sister firefighters for ten days. Dave and Russ

typify the character and dedication of the department, and I am proud to serve as the chief of such an organization.

If you need us, call us. We will not let you down.

Kenneth R. Willette, Fire Chief

Fire Department Activity

Fire Emergency Responses	2001	2000	1999	1998	
Structure fires	14	13	16	14	***Note: There was a 14% increase in Fire Emergency Responses for 2001 over 2000, and a 29% increase over 1998.***
Vehicle fires	6	11	9	13	
Electrical Fires	29	19	17	13	
Carbon Monoxide	8	13	16	20	
Alarm Activation's	160	137	133	111	
Mutual Aid Given	9	10	19	2	
Other Fire Calls	253	216	197	224	
TOTAL Fire Responses	**479**	**419**	**434**	**370**	***$853,400 of property was endangered and total losses are estimated at $340,000, a loss ratio of 39% and a protected ratio of 61%.***

Emergency Medical Responses	2001	2000	1999	1998	
Ambulance Transports	914	751	651	572	***There was a 21% increase in ambulance transports for 2001 over 2000, and a 59% increase over 1998***
Emergency Call/ No Transport Given	274	289	301	260	
TOTAL Medical Responses	**1188**	**1040**	**952**	**832**	
Total Fire Department Emergency Responses	**1667**	**1459**	**1386**	**1202**	***There was a 14% increase in total responses for 2001 over 2000 and a 38% increase over 1998***

Public Education/SAFE Program: 1931 students participated
Fire Prevention Inspections: 954
Permits Issued: 1187
Permit Fees Collected and Turned Over to Treasurer: $ 11,775

Fire Department Roster

Position and Name	Serving Since	
Board of Fire Commissioners		
Alton McDonald, Chairman	1984	
John Sampson	1996	
Gary Petzold	1999	
Medical Director		
Larry Robbins, MD	1994	
Fire Chief & Forest Warden		
Kenneth R. Willette*	1977	EMT/Defib
Administrative Assistant		
Lena McCaffrey	1989	
Ambulance Billing Clerk		
Ann Miller	2000	
Fire Inspector		
Nick Yarmac	1976	Senior Firefighter,Cert. HazMat Tech; EMT/Defib
Captains		
Erv Laware	1974	EMT/Defib
Fran Nothe	1978	Asst. Fire Inspector; Arson Investigator; EMT/ Defib
Karl Nelson	1977	Dept. Webmaster; EMT/Defib
Tom Laware	1975	EMT/Defib
Firefighters/EMT's		
Richard Ramponi	1979	Senior Firefighter, EMT/Defib
Scott Facey	1979	Senior Firefighter, EMT/Defib
David Bourcier*	1987	Senior Firefighte, EMT/I; SAFE Educator;
Pete Nothe*	1987	Senior Firefighter, EMT/P;
Tom Shaw*	1988	Emergency Medical Services Coordinator; EMT/I
Neal Johnson	1988	Asst. Maint. Coordinator; EMT/Defib
Russell Mitchell	1989	EMT/Defib
Glenn Trevallion*	1990	Training Coordinator; EMT/Defib; Dive Team
William Manseau*	1993	SAFE Educator; EMT/I
Wendy Woolhouse*	1995	SAFE Educator; Dive Team; EMT/I
Dan Corliss*	1998	Firefighter/ Paramedic
William Sears*	1998	Firefighter/Paramedic; Dive Team
Lisa Clarkson*	1998	Firefighter/ Paramedic
Paul Budaj*	1998	Firefighter/Paramedic
Anthony Cerini*	1999	Firefighter/Paramedic; Adv. Life Support Coord.
Joshua Mullen*	2000	Firefighter/Intermediate(Paramedic Student)
Dane George*	2000	Firefighter/Intermediate
Call Firefighters		
Mark Haraysz	1970	Senior Call FF
David Bienvenue	1991	Industrial Specialist
Richard Chase	1993	EMT/Defib
Liz Dempsey	1998	EMT/I
Bruce O'Keefe*	1998	EMT/Defib

Auxiliary Firefighters:
Thomas Laware, Jr.

NOTE: All Career Members are Emergency Medical Technicians
* = Certified Firefighter or Graduate of Mass. Fire Academy Recruit Training
EMT/I = Intermediate Level Emergency Medical Technician
EMT/Defib = Emergency Medical Technician trained in Semi-automatic Defibrillation

Central Dispatch

The personnel in Central Dispatch rely on their training and experience to provide the vital link between the public and the town's emergency services 24 hours a day, seven days a week. Central Dispatch is the primary answering point for the Town of Wilbraham's enhanced 9-1-1 system as well as the primary answering station for all the published emergency numbers for the town.

The Central Dispatch personnel have been trained, tested, and certified as Emergency Medical Dispatchers. This training enables dispatchers to provide pre-arrival medical instructions to callers with medical emergencies, in some cases starting life-saving procedures prior to the arrival of an ambulance.

Central Dispatch also serves as the town's 24-hour-a-day non-emergency information center, often being called upon to answer questions or pass on information pertaining to weather, school closing, road conditions, and other public concerns.

Tom Cortis, Supervisor

Mark Duclos
Anthony Gentile
Lisa Corriveau
Linda Ely
Shirley Rae
David Clark
Nancy Frappier
Sandra Gregoire

Board of Fire Commissioners

Your Board of Fire Commissioners is appointed by the selectmen, serve a three-year term and provide oversight to the management of the Fire Department.

During 2001, the department maintained a strong involvement in reviewing plans for new buildings and developments. This allows for the best fire protection features possible to be included into these projects. An example of this is installation of our first ever static water supply system at Falcon Heights, a development that has no municipal water supply. Working with the developer, 30,000 gallons of water will be stored underground in concrete tanks with connections for the fire department to use the water in case of a fire. This program will benefit not only Falcon Heights, but also nearby

residents who suffer a fire, because this system is available for any fire department use.
Another program recently concluded was the painting of fire hydrants throughout town. This program was done in conjunction with the Water Division and used labor provided by the local Boy Scouts and other community service programs. Hydrants are now painted red, with the caps and top painted one of three colors. Each color represents the amount of water the hydrant can provide during a fire, with red indicating less then 500 gallons per minute, white means 500 to 1,000 gallons per minute and green advising that 1,000 gallons per minute or more is available.

The most pressing matter before the Board of Fire Commissioners is the funding and construction of a new fire station with a more central location for the town. The current facility on Boston Road has outgrown its usefulness and cannot accommodate our entire vehicle fleet and cannot meet the needs of a mixed gender workforce. These issues along with the location being tucked away in the northernmost part of town are negatives that a will be overcome when a new facility is built, in conjunction with the Police and Central Dispatch Departments. It is our strong recommendation that a new facility be built in a more central location and we ask your support at Town Meeting.

Alton McDonald, Chairman
John N. Sampson
Gary Petzold

Local Emergency Planning Committee Emergency Management

As required by federal and state law, our Local Emergency Planning Committee maintained a hazardous materials inventory, commonly called Tier II Reports, and met several times through the year to review them. This information is available to the public and can be accessed by calling the Fire Chief at 596-3122 .

Concurrent with our certification from the State Emergency Response Commission, the committee held several training sessions for members aimed at increasing our Incident Management skills and use of the Emergency Operating Center, located in the basement of the Police Station.

On June 17, a major rainstorm hit Wilbraham and created over $100,000 of damage to town roads, storm-water drain systems, and personal property. In response to this storm, the Massachusetts Emergency Management Agency was contacted and a request for financial assistance made. With the help of State Representative Gale D. Candaras, special legislation was filed which resulted in MEMA awarding Wilbraham $83,000 as reimbursement for storm-related damages. Additionally, an application to MEMA was made under the Storm Water/Flood Mitigation Assistance Mitigation Plan Grant and the town received $6,685 of federal grant money to develop a plan to

minimize flood dangers. Once completed, the town will be able to request money to be used to improve storm water drainage and make infrastructure improvements to try and prevent a recurrence of the damage from the June 17 storm.

The events of September 11 reminded everyone of the importance of emergency planning and preparedness. In response to September 11, several sessions were held to brief town officials and department managers relative to current threats and possible responses. Members of the LEPC are also available to meet with community and civic groups to review proper procedures and this can be arranged by calling Chief Willette at 596-3122.

Kenneth R. Willette, Fire Chief
LEPC Chairman and Emergency Manager

LEPC Membership

Kenneth R. Willette, Fire Chief
Nick Yarmac, Co-Chair
Allan M. Stratton, Police Chief
Dave Barry, Selectman
William J. Fogarty, Town Administrator
Edmond Miga, Director, DPW
Tom Cortis, Dispatch Supervisor
Dorothy Hooper, Director, Elder Affairs
Caroline Cunningham, Director, WPATV
Stoughton Smead, Conservation Comm.
Lorrie McCool, Health Agent
Ralph Guyer
Brad Pinney
Tom Doyle
Holly Jerdi, Friendly's Inc.
Robert Tensel, Regional Schools

Emergency Management Staff

Kenneth R. Willette, Director
Paul Civetti, Assistant Director

Ambulance Oversight Committee

In 2001, there was a 21% increase in emergency ambulance transports over 2000; 914 transports versus 751. This was due to increased requests for services from our residential care facilities in town along with having off-duty members of the department staff our second ambulance, which can respond and transport when multiple emergency medical calls are received.

With approval of the 2000 Annual Town Meeting, ambulance receipts were used for the first time ever to fund a full-time firefighter position. This position will help maintain minimum staffing and reduce dependency on overtime, and represents the first step in bringing additional staff on board to meet the increasing needs of the community. This is part of a plan developed by Chief Willette and presented to the Board of Selectmen and Finance Committee, and a second full-time firefighter is requested in the FY 03 ambulance operating budget.

The Ambulance Oversight Committee meets quarterly to review requests for abatements and to identify accounts that cannot be collected and written off to bad debt.

With the assistance of the department's Administrative Assistant Lena McCaffrey, and Billing Clerk Ann Miller, there has been an increase in revenues collected, improvement in billing timelines, and positive results from review of denied Medicare claims.

In December, a new ambulance, including the most advanced cardiac defibrillator available, was placed into service, marking the second ambulance vehicle funded entirely by ambulance receipts. The original ambulance donated by the Friends of the Ambulance in 1992 was retired. The Ambulance Oversight Committee is grateful to the town residents who made personal donations to the Friends and laid the groundwork for the success we enjoy today.

The Fire Department worked in close association with the Police Department and Minnechaug Regional High School as each agency explored an Automatic External Defibrillator (AED) program. These AED's join the machines in service at Wilbraham Country Club and Scantic Valley YMCA. The Ambulance Oversight Committee supports a goal of having as many of these easy-to--operate, lifesaving machines in the community as possible. Members of the committee and Fire Department are available to explain the benefits of placing these machines in areas where large numbers of people gather.

The committee wishes to acknowledge the members of the Fire Department for their work in responding to Wilbraham's emergency medical calls and providing high quality emergency care. They are a select group of trained professionals and the town is well served by their dedication.

Alan S. Peck, MD., Chairman
Paula L. Chevrier, NP
Bradley W. Pinney
John T. Libel
Kenneth R. Willette, Fire Chief, ex officio member
Larry Robbins, DO, Medical Director

Building Department

The Building Department processes the building, gas, electrical, and plumbing permits for all types of construction within the Town. This includes both new construction and any additions, alterations, renovations, re-siding and/or re-roofing your home. The Building Inspector is Lance Trevallion. Mr. Trevallion is in the Town Hall on a full-time basis and available to answer any building or zoning questions. The plumbing inspector is Bernie Sears. The electrical inspector is Dan Driscoll. Both the electrical and plumbing inspectors check in with the Town Hall at the end of each day for any inspections that have been requested.

This past year there has been a slowdown in building permits submitted to the Building Department. There has been some new development along Boston Road with the

construction of CVS. There are presently three recently approved residential subdivisions. A summary of building permits issued this past year is listed below.

Building Permits Issued during 2001

Type of Permit	Number	Estimated Cost
New Single Family Dwellings	23	$ 4,929,189.00
Residential- Addition/Alterations	191	$ 2,948,182.90
New Commercial	3	$ 1,780,000.00
Commercial- Addition/Alterations	9	$ 157,380.00
Swimming Pools	49	$ 605,518.35
Garages	5	$ 90,000.00
Sheds	33	$ 93,105.00
Wood Burning Stoves	12	$ 22,190.00
Signs	19	$ 19,975.00
Repair Fire Damage	1	$ 195,000.00
Demolitions	6	$ 93,670.00
Yearly Totals		$10,934,210.00

Lance Trevallion, Building Inspector

Planning Board

The Planning Board is composed of five members elected to overlapping five-year terms and one associate member appointed to a one-year term. The Board is charged under state law with the responsibility for regulating the subdivision of land and land use planning in the town of Wilbraham. The Planning Board reviews all petitions for variances and other zoning matters filed with the Zoning Board of Appeals. The board also advises Town Meeting on local issues relating to development and zoning, working in close cooperation with the Building Inspector/Zoning Enforcement Officer.

2001 will be long remembered as the year America suffered the horrific terrorist attacks of September 11. It was a remarkable year of startling contrasts—peace and war, prosperity and recession, budget surplus and deficit. It was a year that reminded us all of the enduring value of family and community, the importance of civic responsibility and public service. And throughout it all, in good times and in bad, the Planning Board met 25 times and held 14 public hearings, addressing a variety of critical (and some not so critical) issues and opportunities facing our community.

As the year began, land development activity in Wilbraham continued at a robust pace and much of our time and energy was focused on reacting to the many residential and commercial projects proposed in the Town during the past year:

- The Planning Board approved seven non-subdivision plans submitted by property owners who were seeking to change existing property boundaries. These are plans

that divide land along existing road frontage and do not require subdivision approval.

- Five subdivision plans were approved by the Planning Board: (1) an amended plan of Lots 8 and 10 in the Webster Lane Subdivision; (2) a plan to remove the existing house at 40 Oakland Street in order to provide an emergency access to a proposed subdivision in Hampden known as Lantern Lane; (3) an 18-lot flexible subdivision entitled "Wandering Meadows Estates" located off Chilson Road; (4) an eight-lot flexible subdivision entitled Drumlin Circle located off Three Rivers Road; and (5) a 14-lot flexible subdivision entitled "Lexington Park" located off Glendale Road.. Additionally, the Planning Board continued to focus considerable time and energy monitoring work in the previously approved subdivisions under our jurisdiction. At year's end, 14 residential subdivisions and one commercial subdivision were under various stages of construction.

- The Planning Board approved two special permit applications—a wireless communications facility on the Merrick Farm at 658 Main Street and a master commercial signage plan at the CVS retail establishment at 1990 Boston Road. The board denied a special permit for a wireless communications facility on the Bennett Turkey Farm at 599 Main Street because of concerns regarding the visual impact on the surrounding neighborhood.

- The Planning Board granted site plan approval for an expansion to the athletic facility at the Wilbraham Monson Academy off Faculty Street, a child care facility at 8 Woodland Dell Road and an expanded parking lot at St. Ceclia Church at 42 Main Street. The board also approved 2 applications for site plan approval in the Ridgeline and Hillside Overlay District for proposed residences located at 581 and 775 Ridge Road.

- The Planning Board reviewed and provided written recommendations on 24 site plan referrals from the Zoning Board of Appeals.

Not unexpectedly, much of the development proposed during the past year was greeted with mixed reviews at often contentious public hearings. Please be assured that your Planning Board remains committed to guiding growth and protecting the character of the community to the best of our ability using sound planning principles. Admittedly, it is not always easy balancing the rights of individual property owners with the broader interests of the townspeople; but the Planning Board welcomes, encourages and appreciates constructive public participation in our decision-making process.

At the Annual Town Meeting, voters adopted five amendments to the Zoning By-Law sponsored by the Planning Board: (1) revised commercial greenhouse use regulations, (2) revised restaurant and food service use regulations, (3) new ATM kiosk use regulations, (4) deleting obsolete parking requirements for the retail sale of recreation vehicles, and (5) an overhaul of the existing wireless communications (cell tower) facility regulations.

At the annual Town election, Eric Fuller was elected to a five-year term on the board. In June, the Planning Board reorganized and Eric Fuller was elected chairman, Ted Stevenson was elected vice chairman, and Laurie Bongiorni was elected clerk. Cynthia Shultz was reappointed to serve as an associate member but resigned her one-year

term in December. Richard Butler continued to serve as the town's representative to the Pioneer Valley Regional Planning Commission. Planning and Community Development Administrator John Pearsall continued to function as the staff liaison between the Planning Board and other town boards and committees.

The Planning Board holds regularly scheduled meetings on Wednesdays at 6:45 PM. Specific dates and agendas for meetings may be obtained from the Planning Office. All meetings are open to the public and community participation from interested townspeople is always welcomed and encouraged. With your support we will continue to provide the very best possible service for our community in the year ahead.

Frederic Fuller III, Chairman
Edward Stevenson, Vice Chairman
Laurie Bongiorni, Clerk
Richard Butler
Donald Williams
Cynthia Shultz, Associate Member (resigned 12/3/2001)
John Pearsall, Planning Director
Fran Popovich, Secretary

Conservation Commission

The Conservation Commission's main function is to administer the state and local wetland protection statutes. Landowners may request that the commission determine whether wetland areas exist on their property. If a landowner desires to alter the wetlands, the area within 100' of the wetlands, a stream, brook or river, or any area within 200' of a perennial stream, brook or river, the commission must approve such activity and will issue conditions protecting those resource areas. The commission also oversees almost 750 acres of conservation land throughout Wilbraham and is involved in developing long-range plans for the maintenance of those areas and the possibility of acquiring additional open space.

The commission has attempted to work with developers to set aside significant amounts of open space in subdivisions. In 2001, fourteen public hearings were held for a variety of projects that required a Notice of Intent. Many additional hearings were held for applications filed as a Request for Determinations.

In addition, the commission continues to be involved with a variety of enforcement activities to ensure landowners are in compliance with wetland statutes. The commission generally attempts to negotiate compliance with landowners before resorting to ticketing, fines or court proceedings. This year, there have been several fines issued to landowners that began work on their property prior to complying with all the regulations.

The commission is always seeking contributions of additional open space and is prepared to assist landowners interested in donating land or interests (such as conservation easements) to the town or to local trust organizations. One of the key concerns of the commission is to try to connect existing open space parcels with smaller corridors of open space to maximize the visual and environmental impact of our publicly

owned open space.

The commission continues to look for persons interested in becoming associate members. Associate members attend meetings and hearings, but do not vote at the hearings. They are appointed by the commission. We are looking for individuals who are interested in the maintenance of existing conservation properties, open space planning and related activities. Interested persons should contact the Conservation Commission Office at the Town Hall.

Anyone interested in understanding how the state and local wetland statutes operate is invited to meet with the commission. The commission has available for sale at the Town Office Building a "Citizens Guide to Wilbraham Wetland Regulations" which describes the local by-law and regulations. The commission generally meets twice a month at 7:00 PM in the Town Office Building. The actual meeting schedule is always posted prior to the meeting. Appointments may be made by contacting Debbie Kelder, secretary, in the Town Office Building.

Patricia Ross, Chairman
John Sullivan
Stoughton Smead
Thomas Reavey
Robert McMaster
Christopher Brown
George Reich
Karen Hannan, Associate

Zoning Board of Appeals

The purpose of the Board of Appeals is to act upon applications for special permits or variances which require ZBA approval, to act upon grievances of anyone unable to obtain a permit or enforcement action under the provisions of Chapter 40A (the State Zoning Act), to review decisions of the building inspector after an appeal has been filed, and to issue comprehensive permits for low and moderate income housing authorized by Chapter 40B.

The Board of Appeals consists of three full members and two associate members. All members of the board are appointed for three-year terms.

This past year the Board of Appeals issued decisions on the following applications:

APPLICANT	ADDRESS	DECISION
Crown Atlantic Company LLC WCF (Celltower) - SP & Height Variance	599-603 Main Street	Approved
Wilbraham Auto Sales Used Car Showroom - SP	2030 Boston Road	Approved
2034-2040 Boston Rd LLP Strip Mall Addition - SP	2034-2040 Boston Road	Approved
EBR, LLC	2535 Boston Road	Approved

Special Permit Revision		
JPZ, Inc. Special Permit Amendment	120 Old Boston Road	Approved
LINI, Inc. U Store It Expansion - SP	2033 Boston Road	Approved
John & Cheryl Wesolowski Lot Frontage Variance	450-452 Monson Road	Denied
Michael & Wendy O'Rourke Residential Accessory Building Variance	10 Springfield Street	Approved
Kimberly John Drew II Accessory Garage Variance	28 Three Rivers Road	Approved
Brad Leveillee Accessory Shed Variance	7 Deerfield Drive	Approved
Sandra C. Ryder Body Wrap Health Spa - SP	2701 Boston Road	Approved
O'Connell Oil Associates Inc Convenience Store - SP	1993 Boston Road	Approved
Carol J. Morello Women's Health Spa - SP	380 Main Street	Approved
Sheila & Bill Albertson Swimming Pool Variance	3 Edward Street	Approved
Merchant Wilbraham LLC Parking Lot Expansion - SP Amendment	1990-2000 Boston Road	Approved
Indian Orchard Liquors, Inc. Package Store - SP	2701 Boston Road	Approved
Scott A. Richard Residential Garage Variance	408 Springfield Street	Denied
Joseph P. Mell Jr. Residential Garage Variance	7 Delmor Circle	Approved
Country Club of Wilbraham Clubhouse Expansion - SP	859 Stony Hill Road	Approved
Beverly Furtek Basket of Choice Restaurant - SP	95 Post Office Park	Approved

Edward E. Kivari, *Jr.*, Chairman
Thomas Counos
Carole Lynch

Mark Albano, Associate
Charles Pelouze, Associate

Open Space and Recreation Plan Committee

The Open Space and Recreation Plan Committee ("the Committee") is responsible for developing and implementing Wilbraham's Open Space and Recreation Plan ("the Plan"). The Plan is a state-mandated document that analyzes the existing open space and recreation resources of the town and includes a five-year plan for implementing a

number of actions that affect those resources. Dealing with issues as diverse as playing fields, farmland preservation, protection of environmentally sensitive areas and wetland protection and bike trails, the Committee meets on a monthly basis to discuss the town's progress in implementing the goals set forth in the Plan. The Plan has been approved by all state-level authorities and forms the official basis for open space and recreational planning in town.

A major part of the Committee's work in 2001 was educating the town about the Community Preservation Act ("CPA"). The CPA enables towns to collect a surcharge of up to 3% of property taxes and use the proceeds from that tax, as well as state-matched funds, for three purposes: to preserve open space, to enhance historical preservation activities and to provide affordable housing. The CPA has to be approved by Town Meeting and then placed on the town election ballot. The Committee organized a public hearing on the CPA in October prior to the Special Town Meeting that month. Committee CPA expert Steve Lawson made a presentation at the hearing and also made a video discussing the CPA that ran on Wilbraham Public Access TV. Town Meeting voted to place the CPA at the 3% level (with an exemption of the first $100,000 of assessed home value) on the ballot for the May 4, 2001 election. If the ballot question passes, a new CPA committee will be staffed with representatives from various affected boards and commissions in town, including one from the Open Space and Recreation Plan Committee. The CPA Committee will recommend to the selectmen and Town Meeting how the funds in the CPA account should be spent. The CPA requires that at least 10% of the entire fund be spent on each of the three covered interests, but the remaining 70% of the fund can be spent on any of the three or a combination of them. Town Meeting must ultimately approve those proposals.

The Committee continues to evaluate parcels in town for their contribution to a variety of desired qualities such as rural character, historic impact and environmental considerations. Meeting with both the Planning Board and the Conservation Commission, the Committee has assumed an active role in commenting on development proposals that are before these boards. The Committee has presented to these boards detailed evaluations of parcels that may be developed with recommendations for what aspects of the parcel should be preserved to maintain the qualities sought by the people of Wilbraham.

The Committee has also had several meetings with landowners who are interested in preserving large parcels of land in the town and is working with the Selectmen in identifying and prioritizing parcels for possible acquisition in the future. Meeting with representatives of land trusts, state agencies and other interested parties, the Committee continued in 2001 to evaluate potential sources of funding for acquisition of key parcels.

The Committee is constantly looking for town residents who have an interest in open space and recreation issues to serve on the Committee and its subcommittees. The Committee generally meets on the last Wednesday of each month, and the public is invited to participate in these meetings. For more information about the Committee and

the Plan, please contact any member of the Committee or call John Pearsall, Director of Planning and Community Development (596-2806).

Robert McCollum, Co-Chair
Cathy Callaghan, Co-Chair
Steve Bosworth
Suzanne Garber
Coralie Gray
Lorelei Hewitt
Steve Lawson
Kate Leary
Jim Mauer
Denny Smith
Kathy Sweeney

Sealer of Weights and Measures

Item	Category	Adjusted	Sealed
Scales	Over 10,000 lbs.	1	2
	5000-10,000 lbs.	0	0
	100-5000 lbs.	0	2
	Under 100 lbs.	0	20
Weights	Metric		2
	Apothecary		16
Other Devices	Gasoline Pumps	1	105
	Oil and Grease Pumps	0	10
	Unit Pricing Scanners		28

Fees collected: $2,178.00

With more business popping up on Boston Road, I see more unit pricing scanners being checked in the future.

William H. Garvey, Jr., Sealer of Weights and Measures

Fair Housing Committee

It is the intent, obligation and policy of the Town of Wilbraham to promote, within constitutional limitations, equal choice and access to housing in our community to all persons regardless of race, color, religion, creed, national origin, ancestry, sex, sexual orientation, marital status, veteran status, disability, age, children, public assistance or rent subsidy status. The Town of Wilbraham deplores unlawful housing discrimination and is committed to strictly enforcing a zero-tolerance policy with respect to alleged violations of the fair housing laws. As Fair Housing Officer for the Town of Wilbraham, I am pleased to report that there were no fair housing complaints filed with my office during the past reporting year.

In addition to routine measures to ensure full compliance with the Fair Housing Laws, the Fair Housing Officer works closely with the Fair Housing Committee to develop and implement the Town's Fair Housing Plan. The town is currently in the process of reconstituting the Fair Housing Committee. During the past year residents Carolyn

Zawacki and Donna Roundy were appointed by the Board of Selectmen to the Fair Housing Committee.

Recognizing the linkage between affordable housing supply and access to fair housing, I am also pleased to report that the Town of Wilbraham continued to work closely with the Wilbraham Housing Authority to secure federal and state funding to build an affordable supportive living facility for low- and moderate-income seniors in Wilbraham.

John M. Pearsall AICP, Fair Housing Officer

Wilbraham Council on Aging

For over a quarter of a century, the Wilbraham Council on Aging has been providing a variety of educational and recreational programs, activities to promote health and wellness, access to social services, and a noon time meal program to those individuals in town who are over the age of 60. The former Pines School has been home to the Senior Center for the past thirteen years and we share our space with the Scantic Valley YMCA, the town Recreation Department, and various community groups. Our hours of operation are Monday through Friday from 8:00 AM to 4:00 PM. Although our mandate is to assess the needs of the elderly and to provide activities and services to meet those needs, we assist town residents of all ages in obtaining a variety of social services including fuel assistance and food stamp applications. All are welcomed to participate in our programs as space allows.

The Council on Aging is funded primarily by the Town of Wilbraham and the Massachusetts Executive Office of Elder Affairs. The Friends of Wilbraham Seniors raise funds to assist in the operation of the programs at the Senior Center and we receive donations from the community to help with the purchase of items not covered by the regular budget. Their current project is to raise funds for a purchase of a van to provide transportation to activities and needed services. At this time we have around $21,000 in the Van Fund and are extremely grateful to Representative Gale D. Candaras and Mr. Larry Fountain for their generosity and hard work on behalf of the elders in Wilbraham. We depend upon the generosity of volunteers who give of their time and their talents. During the past year, 85 volunteers donated a total of 4,945 hours valued at $30,618.50. Their service is invaluable and we are indebted to them.

With cooperation from Life Care of Wilbraham, the Council on Aging has started a limited weekend Home Delivered Meal Program which is staffed by volunteers and partially funded by a grant from the Wilbraham Community Council. We are fortunate to have a large number of willing volunteers who give freely of their time on the weekend and some holidays. This program has enabled people to stay at home longer with a better quality of life.

Greater Springfield Senior Services continues to provide the noontime meals through funding from Title III C of the Older Americans Act. Helen Lindsey Barna is the Meal

Site Manager and she gives a warm welcome to all who attend. Meals are $1.75 per day and reservations must be made a day in advance. She has several faithful volunteers who assist with serving meals, setting up tables, and counting donations. If the Senior Center is open, the volunteers are here.

The Council on Aging meets on the first Wednesday of the month at 7:15 PM in the Senior Center. The members are appointed by the Board of Selectmen for three-year terms. The meetings are open to the public and we welcome participation from residents of all ages. The Council on Aging is here to serve the needs of the elder community and welcomes input and suggestions.

This year we have provided services and activities for 1961 elders in Wilbraham. This number does not include those who are under 60 who have come to us for information and assistance. Wilbraham has nearly 3,000 seniors and we would love to be able to offer something for each and every one of them. Our numbers reflect the people who only come for flu shots or income tax assistance and also those who attend lunch daily, attend several exercise classes each week and who drop into the Senior Center on a daily basis. During the course of a month we offer at least 47 different activities to promote and maintain health.

This year we have been delighted to increase our services to include a part-time nurse for the Senior Center who also provides services as Public Health Nurse for the town. Claudia Considine has been a wonderful source of information, enthusiasm, and hard work on the behalf of elders. In addition to coordinating existing health related programs, she is available on Thursdays for questions and listening to concerns. She is also working closely with the town Health Agent, Lorri McCool on public health issues

We are very thankful for the assistance and cooperation that we receive from Senator Lees and his staff, Representative Candaras and her staff, the Wilbraham Board of Selectmen, the Police and Fire Departments, as well as all the volunteers who help us every day.

Theresa Munn, Chair
Barbara Fisk, Vice-Chair
Al Brazee, Treasurer
Marguerite Zwarycz, Secretary
Fred Biel
Mary Irla

Dorothy H. Hooper, Director of Elder Affairs
Paula Dubord, Assistant Director of Elder Affairs
Bridget Wallace, Social Services Coordinator
Julie Costello, Volunteer Coordinator
Claudia Considine, Public Health/Senior Nurse
Dorothy Messier, Senior Aide
Helen Barna, Meal Site Manager

Veterans Services

The Department of Veterans Services is under the direction of the Office of the Commissioner of Veterans' Services of the Commonwealth of Massachusetts and is governed by Chapter 115 of the Massachusetts General Laws. The Veterans Agent serves as the local contact for all veterans benefit programs including VA benefits. Veterans and their dependents should feel free to contact this office at 596-8111 with any questions.

If you have misplaced your (or your spouses) discharge documents (form DD 214) we can assist you to request a copy from the National Personnel Records Center. This very important document will be needed whenever application for any kind of veterans benefits is made, including burial benefits, medical benefits (i.e. free prescriptions at the VA medical clinic pharmacies), annuities, bonuses, license plates, interment in Veterans Cemetery and so on. We will also keep a copy on file if you submit it to this office in case you need it at some point in the future.

The Commonwealth of Massachusetts Executive Office of Administration and Finance Department of Veterans Services Division has announced the availability of annuities in the amount of $1,500.00 payable in two equal payments in February and August to any wartime veteran who suffered service connected blindness, paralysis or other disability, or to the parents of a deceased veteran whose death occurred as a result of injury sustained or disease contracted during active service in time of war. Contact this office for more information or to obtain an application.

Applications for veteran's license plates from the Department of Motor Vehicles are available in this office, as well as applications for military branch decals to be attached to the number plates. Information and applications for interment in one of the Commonwealth's Veterans Cemeteries located in Bourne, Cape Cod, and Agawam are available.

Annually we hold a Memorial Day Wreath Laying Ceremony at Glendale Cemetery and a Veterans' Day Tribute in November at the Soldier's Monument in the center of town. Many thanks go to all participants who made the events a success in 2001. Interested parties who would like to participate or speak in future programs are welcome and may contact me at any time.

Richard J. Prochnow, Veterans Agent

Crane Park Memorial Committee

We have selected a design of six square granite columns set perpendicular in a semi-circle with a globe centerpiece for the new Veterans Memorial honoring Wilbraham War

Veterans of WWII, Korea and Vietnam. We have identified 59 Korean War Honorees, 123 Vietnam War Honorees and 546 World War II Honorees, for a total of 728 Honorees.

At this writing the bid process is underway and project completion and a dedication ceremony are anticipated for Veterans Day 2002.

We would like to express our sincerest gratitude to all who so generously donated to this worthwhile project. The response from our residents, Veterans and their families and friends has been truly inspirational. Without their support this project would not be possible.

Donors at the $1,000.00 Incorporator Level :

Wilbraham Funeral Home
Bulk Disposal, Inc.
New England Promotional Marketing
Pauline T. Wagner
Monson Savings Bank
Michael T. Hassett, Esquire
Edward and Rebecca Demetrion
Hampden Wilbraham Chamber of Commerce
The Prochnow Family
The Gaudreau Group
Leonard and Teresa Hickey
The Willette Family
American Legion Post 286, Wilbraham
Wilbraham Community Association

Donors at the $500.00 Corporate Sponsor Level:

Wilbraham & Monson Academy
Wilbraham Hampden Rotary Club
Polish American Veterans Club
Utility Manufacturing Company

Conceptual Sketch
Proposed Veterans' Memorial,

DONATIONS ARE STILL NEEDED

Please make your check payable to the *Crane Park Memorial Fund* and send to the Veterans Office at Town Hall, 240 Springfield Street, Wilbraham, MA 01095

The deadline for submitting names of honorees was September 14, 2001. However, we will create a database of eligible Veterans whose names may be added at a later time.

HONOREES: Eligibility criteria:

SERVICE DATES:

- WW II:December 7, 1941 - September 9, 1945
- Korea: June 27, 1950 - July 27, 1953
- Vietnam: January 1, 1956 - April 19, 1973

MINIMUM SERVICE REQUIREMENT:

- One full year (12 months)

RESIDENCY REQUIREMENTS:

- Resided in Wilbraham at the time of entry into active service OR
- Resided in Wilbraham for 25 years or more *on or before* September 14, 2001.

FUNDRAISING:

Crane Park Memorial Fund: as of 12/31/2001:

RECEIPTS	
Total Donations Received	$31,685.80
Total Town Contribution	$ 5,000.00
Total Interest Earned	$ 378.31
Total Receipts	$ 37,064.11
DISBURSEMENTS	
Signs and Banners/Fundraising	$ 1,200.00
Design Consultant	$ 1,000.00
Total Disbursements	$ 2,400.00

AVAILABLE FUNDS AS OF 12/31/2001 **$ 34,664.11**

Crane Park Memorial Committee:

Frank Everton	Joseph Motyl
William Garvey	Richard Prochnow
Leonard Hickey	Marge Trimble

Commission on Disabilities

The **Americans with Disabilities Act of 1990 (ADA)** provides a comprehensive national mandate for the elimination of discrimination against individuals with disabilities in employment, transportation, public accommodations, state and municipal government

activities and telecommunications. **Massachusetts Constitutional Amendment, Article 114-1980** states: "No otherwise qualified handicapped individual shall, solely by reason of his handicap, be excluded from participation in, be denied the benefits of, or be subject to discrimination under any program or activity within the Commonwealth." Any city or town in the Commonwealth which accepts the provisions above is authorized to establish a Disability Commission. Commissions work with the Massachusetts Office on Disability (MOD) to carry out programs and activities designed to integrate people with disabilities more fully into their communities.

In Wilbraham, the Disability Commission consists of nine members, appointed by the selectmen. The majority of members must have a disability themselves or be an immediate family member of someone with a disability. One member of the commission must be an elected or appointed official of the town. Members are initially appointed in staggered one-, two-, and three-year terms. The commission must meet at least six times annually, keep records or its meetings and actions, and file an annual report.

Since its beginning, the Wilbraham Disability Commission has provided information and consultation to citizens of Wilbraham with disabilities and their families. Commission members have joined the town's Building Inspector in surveying Wilbraham's public buildings, monitoring compliance with ADA and Massachusetts standards. While most town buildings are currently accessible to persons with disabilities, the commission submitted its suggestions for further improvements to the Board of Selectmen. Commission members have surveyed Wilbraham's employment policies and procedures and provided consultation to restaurant owners and other businesses regarding their service and parking facilities. Members have toured elder housing sites and documented complaints. Due to negotiations with Greater Media Cable Company (now Charter Communications), Wilbraham citizens with disabilities have been granted a 10% discount on their cable bills. Advocacy by members of the commission has also resulted in copies of the warrant for town meeting being issued in large print, for interested citizens with visual impairment.

Wilbraham Disability Commission continues to study the town's recreational programs and facilities, hoping to create more opportunities for citizens with disabilities to fully participate. Members of the commission hope to become involved at the initial planning stages for construction of new facilities, ensuring that these sites provide maximum access to all Wilbraham citizens, regardless of ability.

If you are interested in joining Wilbraham Disability Commission, you may contact the Selectmen's Office for more information.

Elaine Scott, Chair

Donald Haynes	John (Jack) Chase
Evelyn O'Brien	Anne Metayer
Susan Kramer	Debbi McDonald
Diane DaSilva	Vacancy (elected official)

William F. Fogarty, Town Administrator (liaison for selectmen)

Wilbraham Housing Authority

In the past year many good things have been happening at the Wilbraham Housing Authority. Miles Morgan Court, one of our elderly housing complexes, was freshly painted, old dented aluminum screen doors were replace with new heavy duty screen doors, and new landscaping was added to two of the six buildings. Depending on funding we are hoping to finish the landscaping in the next two to three years.

A completely new alarm system, including a new panel, smoke detectors, heat sensors, and buddy alarm system was installed at Miles Morgan Court. The new alarm system replaces an old and out dated system and helps to ensure the safety or our elderly residents.

A two-story, four-bedroom brick house that the Authority owns had a fire with extensive damage. Thankfully nobody was harmed in the fire. Now, a year later, the brick house has had the interior gutted and completely rebuilt with new windows and a new roof. Also, we were able to work with the insurance company and the contractor to change the floor plan to better accommodate the needs of a growing family.

The day and time that the authority holds their regular monthly meeting has not changed it is still on the second Tuesday of each month at 7:00 p.m. However, the meetings change locations each month. January, March, May, July, September, and November the meetings are at 12 Miles Morgan Court. February, April, June, August, October, and December, the meetings are held at The Pines, 88 Stony Hill Road.

The Department of Housing and Community Development in Boston subsidizes the rent for residents living in the housing authority apartments. The authority administers chapter 705 Family Housing and Chapter 667 Elderly/Disabled Housing. In the Chapter 667 program there are two types of housing, conventional elderly housing and congregate housing. Applications for housing may be obtained by calling 543-1700 or stopping at the Wilbraham Housing Authority office, 88 Stony Hill Road, between 8:30 a.m. and 12:30 p.m., Monday through Friday.

The Wilbraham Housing Authority also rents space to the Town of Wilbraham for the Wilbraham Senior/Community Center and The Mulberry Country Day School. The building that houses the Senior Center/Community Center and Country Day School, located at 88 Stony Hill Road, is fondly remembered by many long time Wilbraham residents as "The Old Pines School." In a rather unique turn of events, many Wilbraham residents that attended The Pines School as children are now going this same facility for activities at the Senior Center/Community Center or are living in the apartments in another section of this building.

Michelle Lawler, Chairperson
Richard D. Bourgeois, Vice Chairperson
R. Earl Hermance, Assist. Treasurer
(State Appointee)
Robert Little, Treasurer
Douglas Mercier, Member at Large
Carol Anne Young, Executive Director

Health Agent/Title V Inspector

The Board of Health is responsible for inspecting and enforcing all state and local regulations pertaining to Public Health. This February I presented a course to all food establishments regarding the changes in the new food code regulations. The new food code requires all food service establishments to have at least one full-time employee trained and licensed in food service sanitation by October 2001. Food establishments are inspected twice yearly.

During the summer all children's camps were inspected as well as public pools and bathing beaches. The new code for bathing beaches requires weekly testing of the water at Spec Pond for E. Coli bacteria. Spec Pond and Nine-Mile Pond consistently tested within the acceptable standards for bathing beaches.

Other inspections conducted throughout the year include tanning and massage salons, housing complaints, and public health nuisance complaints.

In 2001 the Town of Wilbraham had one bird that tested positive for the West Nile Virus (WNV). This number is down from the previous year in which five birds tested positive. No mosquitoes tested positive in Western Mass. Thanks to all the residents who called the Massachusetts WNV Hot Line to report dead birds. This information is very important in assisting the State Department of Public Health in tracking the West Nile Virus.

The Advisory Board of Health began to meet on a regular basis. It is currently in the process of reviewing and proposing regulations for body art establishments.

The Title V (septic system) portion of this position functions out of the Engineering Department at the Town Hall. In 2001 I witnessed 89 percolation tests, reviewed and approved 78 septic system designs, and inspected 72 system installations.

In addition, the Town has hired a part-time Public Health Nurse, Claudia Considine. She was hired through a grant received by the Senior Center. A part of her responsibilities includes documentation and follow up on all reportable and communicable diseases.

Lorri McCool,
Health Agent and Inspector

Animal Control

For the year 2001, over 1990 dogs were registered in the Town of Wilbraham. According to the General Laws, "...whoever is the owner of a dog or a cat six months of age or older, shall cause such dog or cat to be vaccinated against rabies by a licensed

veterinarian." Failure to comply with this regulation can carry a $50 fine. License fees for unsprayed or unneutered dogs are $20.00, while spayed or neutered dogs are $10.00. The licensing period is from April 1 to June 30 every year. After the June 30 deadline, a late fee of $10 will be assessed.

More than 1050 calls were received by us regarding questions and complaints about all types of animals. Pet owners are reminded that proper shelter must be available for their dogs they are to be left outside. Barking dogs, roaming dogs are two of the most numerous complaints received. People walking their dogs should do so with their animals on a leash at all times. Please be respectful of people's property. A reminder that dogs are not allowed on school grounds, church grounds, and parks as well as cemeteries. Fountain Park does allow owners to walk their dogs there providing they are leashed at all times and that dog owners pick up their animals defecations. Dog owners can be held liable for any damage done by their pets. Please be considerate of your neighbors.

Every spring the town has a rabies clinic to accommodate pet owners at a reduced rate. We encourage you to use this service. Check the newspapers for the time and locations.

Any questions regarding animals, feel free to call us at 596-2006, and we will do our best to accommodate you. Thank you.

Gilles Turcotte, Animal Control Officer
Anne Turcotte, Assistant Animal Control Officer

Wilbraham Tobacco Control Consortium

The Wilbraham Tobacco Control Consortium is a regional program that includes the towns of Brimfield, Ludlow, Monson, Palmer, and Wilbraham. The Wilbraham Board of Health is the lead agency, receiving a grant from the Massachusetts Department of Public Health.

The focus of the program is in policy development, policy enforcement and community education in the areas of youth access to tobacco products and public exposure to environmental tobacco smoke (second hand smoke.)

Efforts to reduce tobacco sales to minors in Wilbraham continue to focus on merchant education. Individual and group trainings are offered throughout the year as are point of purchase materials which remind merchants, their employees and customers of retail establishments of the prohibition of tobacco sales to minors. This program has taken a lead role both regionally and on a statewide level in regards to merchant education programs and tools. Compliance checks of tobacco vendors and public places are conducted frequently to ensure compliance with local regulations. Violators are subject to fines and tobacco sales permit suspensions. *Regulations Prohibiting Smoking*

Tobacco in Certain Places and Prohibiting the Sale or Distribution of Tobacco Products to Minors were revised in 2001, providing for stronger enforcement against violations.

The *Rules and Regulations Affecting the Use or Possession of Tobacco Products on School* Property, developed in partnership with the Hampden Wilbraham Regional School District continues to reduce tobacco use and exposure to second hand smoke on campus at Minnechaug Regional High School. Students found to be in violation of this policy are provided with information and resources to assist them in quitting if they desire to do so. Repeat offenders are subject to a monetary fine.

Although the Consortium is no longer able to provide direct support to smokers who want to quit, information and referrals on methods of tobacco treatment and area tobacco treatment providers are given on request.

Sarah McColgan, Director

Board of Cemetery Commissioners

In 2001, Adams Cemetery celebrated 260 years of cemetery service to the people of Wilbraham. The first burial in 1741 was that of Elizabeth Cockrill who came from the Boston areas to visit her sisters and was the first person to be buried in what came to be known as "the Old Buying Yard located near the residence of Deacon John Adams" hence its present name.

Through several acquisitions by the town over the years, it has grown from three-quarters of an acres to over five acres. Although the historical section was closed in 1955, there are still over 2000 plots available for purchase.

The "sophisticated" stone angel pictured above was very modern in contrast to Elizabeth's hand-hewn rock monument which is still located just behind the split rail fence along Tinkham Road. Our angel above is carved from sandstone which probably came from the old quarry located on the Merrick property just adjacent to the cemetery.

Of all the early materials used for monuments, sandstone is probably the most durable to be able to withstand the ravages of time and weather, especially acid rain which is devastating carvings on monuments in all cemeteries in the east.

Granite has proved to be the best choice for modern monuments as it will withstand the weather best of all stones used to date.

During most years the number of burials in all the town cemeteries has averaged between ten and 14. In 2001, there were only four burials, all in Glendale Cemetery. The commission's planning in prior years assure that there will be enough plots for years to come in each town cemetery. In addition, there is additional land available for

developing at both Glendale and East Wilbraham cemeteries which won't be needed until the third millennium.

At East Wilbraham Cemetery, the new access road has made the cemetery much more accessible and a safer place to visit as well as dramatically increasing its beauty. Other capital improvements include a shed which is under construction.

At Glendale Cemetery, the commissioners have hardened the road with tar and gravel to make it accessible in all seasons. Once town finances stabilize in 2003 or 2004, the commissioners plan to reapply for funding to rebuild the 1850 stone wall along Monson Road which will complete the capital improvements on this site.

Once subject dear to the heart of every commissioner is the number of lot holders who have subscribed to the Family Trust Fund. The establishment of such a trust fund in the amount of $500, payable in $100 increments, provides the opportunity to have their name published in the town report each year. The principle is invested and the interest only is used by the commission for maintenance each year. We urge every family to consider a Family Trust Fund; each commissioner is available to discuss the procedure to establish such a lasting family memorial.

The commissions have met with the Capital Improvement Planning Committee and the Finance Committee to request funding for rebuilding of the 1850's stone wall at Glendale Cemetery along Monson Road. The cost for this project could be split into several phases and would help upgrade the appearance of the cemetery entrance and would enhance sale of cemetery lots at this location.

Donna L. Fountain, Chair/Treasurer
J. Bruce Tingle, Vice Chairman
Peter W. Ablondi, Clerk/Secretary

Recreation Department

The Wilbraham Recreation Commission owes a debt of gratitude to the many residents who volunteered their services and time in support of all the activities sponsored by the Recreation Department throughout the year. Conservative estimates show more than 10,000 hours of volunteer time was spent by coaches to teach, challenge, and encourage the youth of Wilbraham in athletic, recreational, and social activities last year. This is certainly a tremendous benefit to the Town of Wilbraham. As a result of this unselfish commitment, the Recreation Department continues to thrive as it provides and creates a variety of recreational options.

This past year saw a "changing of the guard" within the Recreation Department ranks. Thomas Brennan left the Recreation Director position, and the Assistant Recreation Director position changed hands three times before finally under going a reclassification, the job now stands as Program Coordinator.

Filling the void within the Department included the promotion of myself, Bryan J. Litz on April 21, 2001, from the Assistant Recreation Director to the Recreation Director, and the hiring of Clifford Zimmer on December 17, 2001 as the Program Coordinator. A smooth transition occurred because of the continued support of our Administrative Assistant, Merrie Kaye, and our predecessors, who were continually available for the many questions we had.

This past year, many new and exciting programs were provided to the residents of Wilbraham. Several first time trips were offered over the year that received heavy interest, such as a trip to Yankee Stadium and a trip to The Radio City Music Hall Christmas Spectacular. The summer months saw the addition of another recreational high school baseball team, in the Connie Mack Division, to join our younger high school students in the Mickey Mantle Division. In addition, the summer of 2001 enjoyed the inception of a British Soccer camp, to join our wide variety of camps offered during these months. Another summer highlight was the continued success of our Spec Pond Summer Basketball League, which had a record number of teams this year

The year 2001 also saw many cooperative efforts with a number of different agencies to enhance the level of recreational programming in town. The Recreation Department and the Scantic Valley YMCA partnered to bring a wrestling program to the area youth. The partnership also insured the continued success of our Intramural Program for Minnechaug Regional High School Students. The Hampden/Wilbraham Regional School District was gracious enough to allow our department access to their facilities, which has allowed us to maintain our "A" and "B" Suburban Basketball Teams, as well as deal with the increased interest in sports such as lacrosse and baseball. In cooperation with MRHS, the Recreation Department was able to offer summer Football and Basketball Clinics to youngsters of various ages. The summer months also saw the Pioneer Valley Girl Scouts administer the Spec Adventure Day Program. We were also fortunate to partner with some agencies to offer programs to address safety issues that might occur in daily routines. For example, the American Red Cross ran a babysitting class, and a local EMT ran a CPR Certification class for our coaches. Both classes experienced a tremendous response, prompting us to offer them on a regular basis.

Spec Pond had another successful year, not only was the beach a very popular summer retreat, but the adjoining facilities enjoyed a busy summer as well. The pavilion overhaul was completed in early June, which allowed for a summer full of rentals for parties and picnics. The old barbeque pit was knocked down to allow for a new one to be built in the spring, and The Friends of Recreation placed new grills in and around the picnic grove.

Future projects we would like to see accomplished in Wilbraham, as it relates to the Recreation Department, are varied. Spec Pond would be more accessible to young anglers if it had a separate fishing dock across the pond from the beach. A fishing dock would separate the swimmers from the anglers, a project we hope to have in place for the summer months. Currently our participation rates increase with each year, a good sign for the Recreation Department, but added stress for the facilities. With each

passing season the field use increases with no allotted rest period for general housekeeping, or a major overhaul. In the future, we hope to create a couple of practice/game fields to ease the increased workload and provide for general maintenance on a regular basis.

The year 2001 proved to be a year of tremendous growth for the Recreation Department in many areas. Thank you again, to all of the coaches and volunteers who made 2001 a very successful year for the Wilbraham Recreation Department.

Bryan J. Litz
Parks and Recreation Director

RECREATION COMMISSION
Trant Campbell, Chairman
Karen Murphy, Secretary
Mark Jones, F.O.R. Liaison
Mary Burnham
Joel Castleman
Tom Courtney
John O'Connor

FRIENDS OF RECREATION
Brad Pinney, President
Keith Person, Vice President
Lori Hewitt, Secretary
Dave Danker, Treasurer
Jim Slattery

Wilbraham Public Library

The Wilbraham Public Library had a successful year in both serving the public and progressing in library development. Library circulation reached a record high figure of 206,645 items for the twelve month period, up 10% over last year. Interlibrary loan requests by our patrons as well as loans to other libraries dramatically increased by 150% due to C/WMARS network activity. Visits to the library were the highest in five years at 547 visitors on the average day. The Brooks Room meeting space was booked a record 268 times, used about equally for library programs and public meetings. The children's department conducted 297 programs or an average one program for every day the library is open for the year. Attendance at these programs was 5,050. The staff answered 15,224 reference questions from people of all ages in person, by phone, or via e-mail.

Statewide the Wilbraham Public Library continues its high ranking for services among its peers. In the group of fifty-six towns in our population group of 10,000-14,999, the library ranked in tenth place or higher in twenty-four measures for fiscal year 2001. To highlight a few we ranked third in the number of people visiting the library, in hourly circulation of library materials, and in the number of registered borrowers.

In library development we took important steps toward planning for the possible expansion and renovation of the library building this year. These included writing the Building Needs Assessment, receiving Town Meeting approval to proceed with a

feasibility study, design, and cost analysis for a library building project, and applying for a state grant to fund these efforts.

Concluding the third year of our Long Range Plan in June, the library looked back to evaluate our success in completing the objectives we set out to achieve in 1999. Most objectives were fully met, and some exceeded expectations. The public gave the library high marks on the improvements resulting from the Plan through in-house surveys conducted in June. Patrons from middle school students through senior citizens were surveyed regarding their satisfaction with library staff and customer service, building issues, collections, computers and technology, and events and activities. Library staff received particularly high approval ratings from customer service indicators.

The library also concluded a year long Customer Service grant project that involved both staff training and public relations efforts. Outcomes of the project included a library customer service policy, staff orientation packets, a library logo design, special 2000 annual report, welcoming brochure for new patrons, and nametags for library staff.

The library received public relations awards from the Massachusetts Library Association (MLA) in their biennial statewide competition. We received second place for our website, wilbrahamlibrary.org., and third place for our flyer on worldwide web resources for students at the MLA conference held in Springfield in May.

In addition to regular classroom visits and welcoming groups to the library, the library increased its circle of contacts and expanded outreach efforts by joining the Hampden-Wilbraham chapter of the Greater Springfield Chamber of Commerce and the Community Partnership Council of educators and nonprofit service providers for pre-school children in Hampden, Wilbraham, and East Longmeadow. We extended our services into the community by partnering with the Hampden Free Public Library and the Hampden-Wilbraham Regional School District this fall for a shared Discovery Kit grant project for children in grades K-8. This federally funded LSTA grant will continue through next summer and result in developing several topical multi-media kits for both classroom and home use. We collaborated with the Monson Free Library for the second Over the Mountain series on mystery writers that this year culminated in a special dinner theater event at the Wilbraham & Monson Academy. We participated in the Peach Festival for our second year, and we produced three pre-school story times and several "Spotlight @ Your Library" highlights for viewing audiences on Wilbraham Community Television. In addition, our "WPL Newsbits" e-mail library news bulletin is now reaching 392 subscribers.

In technology the library upgraded its telephone system to include after-hours voice mail and events listings. We added a new computer for teens with assistance from the Rotary Club and also purchased some new furniture for that area. There were software and hardware upgrades to the library's computer system, and C/WMARS, our computer network consortium, implemented system-wide holds to enhance reserve/interlibrary loan resource sharing among member libraries. We joined in establishing common loan policies among C/WMARS libraries for the convenience of our patrons across western

and central Massachusetts. We also continued to teach people how to use the Internet through one-on-one training sessions.

In collection development we added 6,497 items to the library collection in 2001, including materials to support the curricular needs of students as well as targeting health and career resources for adults. However, due to space constraints we discarded 4,485 items. This is a ratio of two items discarded for every three new ones that are added to the collection. The collection is growing at a rate of 3% per year, and despite weeding efforts many areas of the collection are filled beyond capacity. However, thousands of electronic books (e-books) were added to the collection. These virtual books have the benefit of not taking up any physical space and can be "borrowed" by library patrons via computers with Internet connections. Electronic reference resources continue to grow in number and use, providing timely, accurate information and sometimes supplanting the print versions. Our DVD video, CD music, and audio book collections also grew in response to their popularity among patrons, and we added new shelving to accommodate music CDs and cassettes.

The library conducted a Preservation and Planning Survey of the local history collection with a grant that funded a consultant from the Northeast Document Conservation Center who analyzed the condition of the collection and its storage facilities. From that study we completed a Preservation Action Plan that sets clear goals and objectives for the next three years.

The library received grants from the National Endowment for the Humanities, American Library Association, Massachusetts Foundation for the Humanities, Massachusetts Board of Library Commissioners, and Wilbraham Cultural Council to help fund special events and projects throughout the year. We also received a generous donation of $15,000 from Country Bank.

The Library Trustees and I would like to thank the library staff for their hard work, dedication, and good customer service. We also thank the eighty-seven volunteers who generously gave 1,172 hours of their time to support library services including the Wilbraham Friends of the Library, Junior Friends of the Library, and the Lower Pioneer Valley Collaborative program students and teachers. Also, thank you to the many civic groups, businesses, and individuals who contributed their services and donations to the library. Lastly, thank you to the Wilbraham Friends of the Library and the Wilbraham Library Memorial-Endowment Fund for their continued support of library services and collections, with special thanks to their presidents, Tricia Sherbow and Wally Arcese, respectively.

Christine Bergquist, Library Director

Library Statistics 2001

Holdings Information	**Adult**	**Children**	**Total**
Volumes of books	39,207	22,830	62,037
Net-Library electronic books	6,548		6,548
Periodical issues	4,362	398	4,760
Video (VHS and DVD)	2,248	1,023	3,271
Audio books	1,506	717	2,223
Music on CD	886	248	1,114
Music on cassettes	89	91	180
Puppets		134	134
Computer software	62	28	90
Multi-media kits		26	26
Equipment	1		1
Total items	**54,889**	**25,495**	**80,384**
Circulation			
Books	72,096	61,079	133,175
Video (VHS and DVD)	28,644	16,377	45,021
Audio formats	16,371	3,977	45,021
Magazines	6,164	191	6,355
Puppets		1,506	1,506
Multi-media kits		24	24
Computer software pkgs.	216		216
Total circulation	**123,491**	**83,154**	**206,645**
Other Statistics			
Registered borrowers			11,556
Number of reference questions	6,580	8,644	15,224
Outreach materials delivered			2,877
Programs	65	297	362
Attendance at programs	1,446	5,050	6,496
Computers for public use	11	6	17
Internet training sessions	21		21
Registered Internet users	1,056	365	1,421
Registered *Newsbits* subscribers			392
Meetings held in Brooks Room			139
Meetings held in Cutler Room			49
Volunteers			87
Volunteer hours			1,172
Items added			6,497
Items discarded			4,485
Interlibrary loans provided to other libraries			2,370
Interlibrary loans received from other libraries			3,720

Wilbraham Public Access Cable Television

Highlights for 2001 include the addition of a handicapped ramp at the back of the Little Red Schoolhouse to better accommodate members of the community. The studio has been upgraded through the help of the Friends of Wilbraham Public Access, Inc. through the addition of lighting and staging, and a grant for studio curtains from the Wilbraham Community Association.

Due to a loss of some grant money in 2001/2002, Wilbraham Public Access (WPA) has lost some of its staffing. WPA continues to work with and support the Wilbraham Community. WPA is committed to furthering WPA Channels 5, 62 and 63 and continues to show local programming including the reconstruction of the WPA Community News and Weather that can be seen three times daily at 7:00 AM, 12 noon and 7:00 PM. WPA members, volunteers, students and interns have made WPA's News a great program, with a little piece of information for everyone!

With the use of chroma-keyed maps and the reading of area Community Calendar events some of our young members have been learning real world skills. Senior Notes from the Senior Center, and Spotlight on the Library give the Wilbraham community the latest and greatest information at the library and the Senior Center. There are public service announcements from community groups about up-coming events, and Community Calendar on Channel 5 continues to be a very popular service that WPA provides. WPA has an average of 200 pages running at any given time.

We continue to have an internship program with the Hampden-Wilbraham Regional School District. Our interns continue to do a fine job getting information and interesting programs produced for WPA and add a great deal to programming on Channel 5. WPA's weekly News & Weather, is produced by local students and volunteers and has become a big hit with viewers of all ages.

WPA has just fewer than 100 volunteer members who continue to cover sports, church services, school committee, and town, music, and cultural events. Along with programming of their own creation, WPA staff and producers also offer the Wilbraham community assistance and information regarding schools, town government, and public safety.

The Friends of Wilbraham Public Access Inc. continues to grow and support the station. The Friends of Wilbraham Public Access, Inc. ran their second Young People's Video Workshop in 2001 with great success and hope to make it a yearly summer event. Check out their new web site at www.friendsofwpa.org or www.wpatv.org.

WPA's former interns, producers and employees Daniel Thibideau and David Ward, along with WPA, won two Telly Awards for the videos "Firefighters in Action," and "Wilbraham Citizen Police Academy." A larger feather in WPA's cap came when Wilbraham Public Access won an Honorable Mention (2nd place) for "Best Overall in

Public Access" from the international organization, the Alliance for Community Media video festival "Hometown USA."

In November, WPA held an all-day visioning for the station. Community organizations, town departments and Wilbraham Public Access got together with Terry Nelson and Caroline Cunningham to formulate and set goals for the station's future. Our future goals are to expand our roster of new producers and membership. WPA wants do more community outreach and help volunteers produce new programs with the topics of education, health, technology, and programs by and for teens, as well as the variety of other community programming.

WPA will be opening a small computer lab in 2002 to hold classes for the community on computer use and specific computer programs like Excel, Office, and business use of the Internet.

Wilbraham Public Access would like to thank those in the community that have supported WPA through membership and donations. If you would like to help support WPA please contact the station at 599-0940.

Wilbraham Public Access Television Committee

Richard Scott, Chairman
Edward Chapman, Vice Chairman
Claudette Burque
Sandra Belcastro
Linda Fuller
Olga "Sandy" Karplus
Tomas Nestor
Mary Ripley
Raymond Syriac
Lorrie Willette

Cultural Council

The Wilbraham Cultural Council has awarded 17 grants totaling $7,461 for cultural programs in town. The grants were awarded from a pool of funds distributed to Wilbraham by the Massachusetts Cultural Council, a state agency that supports public programs and educational activities in the arts, sciences and humanities.

Grant recipients include senior citizens projects, schools in town and the library. A complete list of recipients and grant amounts can be found below.

Massachusetts's artists, cultural organizations, schools and local cultural councils serving thousands of Bay State residents will share $13.2, down from $16.2 million last year. The decisions about which activities to support are made at the town level, by this council of volunteers appointed by the Selectmen.

Wilbraham is fortunate to have an abundance of high quality cultural opportunities such as visits to the Springfield Symphony Orchestra youth concerts, the Peach Festival, and support for the library's innovative creative series. Thanks to the council, Minnechaug

Regional High School will host diverse programs such as the study of slavery and a visit by a blues artist. This year's grants for Wilbraham are as follows:

List of Applicants Funded by the Wilbraham Cultural Council for FY 2002:

♬ Minnechaug Reg. High School – Blues culture, history	$750
♬ Minnechaug Reg. High School – African-American culture	$300
♬ Wilbraham Public Library – Amelia Earhart's lecture	$538
♬ Wilbraham Public Library – Tuesday Night Tempos concert series	$800
♬ Wilbraham Public Library – Discover Creative Side series	$600
♬ Wilbraham Peach Festival – Main Stage Band concert	$100
♬ Wilbraham Brownie Troop 142 – Cinderella Play at the Bushnell	$300
♬ Memorial School – Springfield Symphony String Quartet	$375
♬ Memorial School – Springfield Symphony Orch. Youth Concert	$610
♬ Memorial School – Sturbridge Village trip	$ 60
♬ Memorial School – Springfield Symphony Orch. Youth Concert	$570
♬ Memorial School – Theatreworks USA, "Freedom Train" perf.	$400
♬ Stony Hill Rd. School – Springfield Symphony String Quartet	$325
♬ Soule Rd. School - Springfield Symphony String Quartet	$325
♬ Stony Hill Rd. School - Theatreworks USA performance	$368
♬ Rose Colored Glasses – Senior citizens concert	$400
♬ Leslie Scott – Intergenerational Collaborative Quilt Project	$100
TOTAL	**$7461**

Individual artists, humanists and interpretive scientists are eligible and encouraged to apply for funds from this council. Individuals may request funds to cover fees or supplies related to their proposed activity. They need to demonstrate their qualifications and insure a direct public benefit to the community.

For more information about how the council operates, its guidelines and state overviews, visit online at *www. masscultural council.org.*

We hope that all residents of Wilbraham, young and old and in between, will benefit from this valuable town asset and that we can bring more cultural events into your lives!

Jennifer Chapin, Chairperson
Jean Canosa-Albano, Co-Chair
Charles F. Bennett, Secretary
Carolyn Zawacki, Treasurer
Judy L. VanRaalte
Lee Fontaine
Barbara Los
Barbara S. Ziskind

Community Gardens

The Conservation Commission sponsors the Community Garden project. It is located near the intersection of Glendale and Monson Roads, on conservation land formerly known as the "Richmond Chicken Farm". The Community Garden project has been in operation for 28 years, since this conservation tract was acquired. 2001 was an excellent year, with 43 gardeners renting plots.

Improvements for 2001 included: obtaining a seed grant from “America the Beautiful” that is valued at $1,500.00. This grant provides each gardener with $30.00 of free seeds. Extra effort was taken with weed control. The plots were deep plowed and limed an extra time in October at a cost of $400.00. The Community Garden is self-supporting and runs a small surplus.

It appears that our initiative concerning the Massachusetts Technology Collaborative for solar water pumping is on hold awaiting disbursement of funds and the project is still under evaluation.

Garden plots remain a very generous 25X50 feet. Renters are provided with plots that are ready for planting. The fee is $10.00 per plot plus a refundable $5.00 clean up deposit.

If you are interested in joining Wilbraham Community Gardens, you may contact the garden coordinator, Mike Mosellen, at 596-8949, or the Selectmen's Office at 596- 2805 for more information.

Hampden-Wilbraham Regional School District

621 Main Street
Wilbraham, Massachusetts

2001 REGIONAL SCHOOL DISTRICT TOWN REPORT

The 2000-2001 school year marked a time of continued growth and change for the school District. As the new programs, such as full-day kindergarten, continued to grow, we also experienced a change in leadership at several levels.

At Mile Tree Elementary School, long-time Principal Jane Leone retired and was replaced by Lynne Kimball from the Westfield Public Schools. Mrs. Leone was a dedicated and well-respected administrator who made a positive impact on our schools. She will be remembered fondly for her many accomplishments. At Soule Road Elementary School, Rosemary Brosnan replaced John Cavanaugh. Mrs. Brosnan came to the District from the Holyoke Public Schools. In the Central Office, Assistant Superintendent Dr. Anne Towle left to become Superintendent of the Gardner Public Schools. Donna Scanlon, formerly the Director of Curriculum for the Holyoke Public Schools, replaced Dr. Towle. Finally, Superintendent Dr. Brenda Dietrich left to become Superintendent of the Auburn-Washburn School District in Topeka, Kansas. Dr. Dietrich had served the District well since 1995. Under her leadership the District experienced much progress. She was instrumental in guiding the District in its early years of full regionalization and oversaw the reconfiguration of the elementary schools in Wilbraham. Dr. Paul Gagliarducci, long-time Superintendent in Somers, Connecticut, replaced Dr. Dietrich. Dr. Gagliarducci returned to Massachusetts, having served as a teacher and administrator in the West Springfield, Hampshire Regional, and Tantasqua Regional school Districts.

The following reports from District administrators and principals detail the accomplishments of students and staff. The District remains committed to its motto "Excellence First, Learning Always". The vision statement written in the District's Strategic Plan speaks to the communities working collaboratively to develop an educational environment that promotes learning. As we look to the future, we are focused on the development of this collaborative spirit that ultimately impacts the lives of the children who attend school in Hampden and Wilbraham.

Curriculum Update
Donna M. Scanlon
Assistant Superintendent of Curriculum, Instruction, and Professional Development

The Hampden-Wilbraham Regional School District has a rich and rigorous core curriculum, as evidenced by students' excellent accomplishments. The District is currently renewing curriculum development processes in order to establish continuity in grades K-12 and consistency across the schools. Strengthening the integration of technology into instruction to improve learning is also a high priority that is actively

being addressed. The goal is that the curriculum, instruction, and assessment meet the educational needs of all students and result in the steady improvement of student achievement.

Achieving this goal requires that:

- ✓ Effective short-term interventions, or, as appropriate, long-term support, will be provided to all students who need it.
- ✓ Consistent core materials are available in every classroom.
- ✓ Current research based instructional practices for diverse learners are implemented in every classroom.
- ✓ Systems that assist in the continuous monitoring of student progress toward meeting the State/District benchmarks are implemented.
- ✓ Released MCAS items are meaningfully incorporated into classroom tests and quizzes at appropriate levels.
- ✓ Systematic, long-term, intensive, professional development is provided along with in-classroom support as needed.
- ✓ Instructional technology is fully supported and consistently utilized.
- ✓ Written curriculum guides are revised in response to new State Frameworks.

The State learning standards are used to guide curricular and instructional decisions at the District, school, and classroom level. All teachers design powerful, standards-based learning opportunities that will actively engage students in the learning process and prepare them to perform well on tasks as rigorous as MCAS items. Non-tested subject area teachers such as foreign language, family/consumer science, art, music, technology, health, and physical education also play an important role in ensuring that all children reach the learning standards in the tested as well as non-tested disciplines. They help us to reach all children through addressing their unique strengths, multiple intelligences, and creative processes. They demand creativity, critical thought and academic growth from all children in multi-dimensional ways and are valued for the contribution they make in helping students reach the promise of their potential.

MCAS Scores

Donna M. Scanlon
Assistant Superintendent of Curriculum, Instruction, and Professional Development

The fourth annual administration of the Massachusetts Comprehensive Assessment System brought some changes. The test results for MCAS 2001 are the first used to determine student eligibility for a high school diploma. Members of the graduating class of 2003 are required to pass *both* the grade 10 MCAS English Language Arts *and* the grade 10 MCAS Mathematics tests as one condition for receiving a high school diploma. Students must also meet all local graduation requirements. A scaled score of 220 (the lowest score in the *Needs Improvement* performance level) or higher will be considered a passing score on each test. Students who fail either or both tests will be given

multiple opportunities before the end of their senior year to retake the test(s) they did not pass.

Table 1: The chart below compares The Hampden-Wilbraham Regional School District results for 2001 with the State:

Grade/Subject Tested	HWRSD Results: Percent of Students Scoring *Advanced/Proficient*	State Results: Percent of Students Scoring *Advanced/Proficient*
Grade 3 Reading	80%	62%
Grade 4 English Language Arts	66%	51%
Grade 4 Mathematics	49%	34%
Grade 6 Mathematics	58%	36%
Grade 7 English Language Arts	62%	55%
Grade 8 English Language Arts	81%	67%
Grade 8 Mathematics	49%	36%
Grade 10 English Language Arts	62%	50%
Grade 10 Mathematics	62%	45%

The District scores for 2001 have shown significant improvement.

- The percentage of 10th grade students who scored at the *Failing* level in English Language Arts has decreased from 23% to 8% since the spring of 2000.
- The percentage of 10th grade students who scored at the *Failing* level in Mathematics has decreased from 36% to 12% since the spring of 2000.
- The percentage of 10th grade students who scored at the *Advanced/Proficient* level in Mathematics has nearly doubled, from 34% to 62%, since the spring of 1998.
- The percentage of 8th grade students who scored at the *Failing* level in Mathematics has decreased from 31% to 14% since the spring of 1998.
- The percentage of 8th grade students who scored at the *Failing* level in English Language Arts has decreased from 5% to 2% since the spring of 1998.

The Hampden-Wilbraham Regional School District is committed to increasing the use of data to drive decisions. The recent influx of valuable information related to the high stakes MCAS tests has stimulated the administration to create a structure for analyzing the information systematically, and using it to set clear and concrete learning goals for continual improvement.

SAT Accomplishments
Carolyn Lewis, MRHS Guidance Director
2000-2001 Comparison of SAT Average

VERBAL		MATH
519	Minnechaug	527
511	Massachusetts	515
506	National	514

Over 94% of the Class of 2001 graduates enrolled in college, with 70% of its members enrolling in four-year colleges. Our students continue to attend highly competitive colleges. The Class of 2001 sent graduates to Amherst College, Bates College, Boston College, Dartmouth College, Mount Holyoke College, Renssalaer Polytechnic Institute, Skidmore College, Syracuse University, University of Pennsylvania and the United States Military Academy at Annapolis. Over 23% of students attended two-year colleges.

SCHOOL BASED INITIATIVES

Mile Tree Elementary School
Lynne Kimball, Principal

Mile Tree Elementary School's theme is "*Everyone Reads*". Activities, programs, assemblies, and school-wide spirit days have focused on improving the motivation and stressing the importance of having everyone read.

The Mile Tree Elementary School family participated in "Food For Kids From Kids" by collecting over 510 pounds of food for the Tri-County Survival Center. Mile Tree Elementary School's "Change for Children Turns Into Dollars For Disaster" was a post-September 11th tragedy fundraiser. Staff and students in Preschool, Kindergarten, and Grade 1 decorated milk cartons in a patriotic red, white, and blue theme and brought them home as collection banks for the Red Cross. The fundraiser resulted in a phenomenal amount of change--$2,545.51, which was donated to the Pioneer Valley Chapter of the American Red Cross.

Our new School Improvement Plan this year includes participation in the National Association for the Education of Young Children (NAEYC) accreditation process and the creation of a learning environment that closely monitors students' social and emotional well-being.

Green Meadows Elementary School
T. Jeffrey Sullivan, Principal

Green Meadows Elementary School continues to focus on improving reading and language arts skills for its students. "First Steps", a comprehensive writing program, is fully implemented and proven to be very successful. "The Meadows" Publishing Center opened for business earlier than any other year. Volunteers, including our own Hampden Police Resource Officers help the children become published authors. As a result of last year's success, April has been designated "poetry month" once again.

The tragic events of September 11th brought our school together to help in community service. Green Meadows students collected hygiene products to send to the rescue workers at Ground Zero. Students also collected money to send to the Red Cross and

Salvation Army. Volunteers in Public Schools (VIPS) continue to work with us on community service projects in addition to coordinating our Read Aloud program in November, February and April. This program is again supported through the generosity of the Monson Savings Bank.

Green Meadows will soon offer an after-school program to help third graders prepare and develop skills for taking the spring MCAS. Our MCAS committee has analyzed last spring's scores. This information will help us plan lessons and activities for success on this spring's testing.

"Study Buddies" has given third graders a chance to get support after school on Tuesdays and Thursdays throughout the year. We are pleased to have "Mad Science," an after-school program, this fall and winter for interested children.

Having successfully implemented Accelerated Reader, we will soon pilot Accelerated Math in our second grades. Hopefully we will be able to expand the program for third grade next year.

Memorial Elementary School
Deborah Thompson, Principal

Memorial Elementary School opened for its 51st year in the fall. We returned this year welcoming students in grades 2 – 6. In addition, Memorial Elementary School also welcomed four new staff members in grades 4, 5, 6, and Instrumental Music.

Memorial Elementary School continues to strive for excellence in academics through our School Improvement Goals of continuous improvement in reading, writing and math, as well as using technology to enhance teaching and learning. This technology goal will be implemented through our new lab that will open in late February 2002, featuring 24 computers and a teaching station.

In response to the changing social climate of our society and schools, Memorial Elementary School adopted the theme of "R.E.A.C.H. HIGHER!" R.E.A.C.H. stands for Respect, Excellence, Achievement, Caring and Honesty. Throughout the year Memorial Elementary School has been participating in several school-wide programs to reinforce our theme. In the fall, teachers concentrated on study and organizational skills to ensure excellence and achievement in academics. After the September 11th tragedy, students organized a fundraiser for the American Red Cross to help survivors of the New York terrorist attacks. During that time, $700 was donated. During November and December students conducted a food drive for the Survival Center in Ludlow. Approximately 800 pounds of food was collected. A school-wide assembly was held in honor of Martin Luther King Day. At that assembly students spoke of their hopes and dreams for the year 2002. In addition, the entire school took the "Kindness and Justice Challenge Pledge." For the next few months students will be recognized for acts of kindness, justice and courage.

Soule Road Elementary School
Rosemary Brosnan, Principal

Soule Road Elementary School's Improvement Plan addresses academic achievement, school safety and security, technology and community involvement. Each one of these goals will help to ensure a high quality education for the students of Soule Road Elementary School.

Students in grades 3-6 took the MCAS test in the spring of 2001. The District results that arrived in November showed continued improvement. Teachers were able to analyze and interpret the testing data provided by the State. This information helped teachers to know where the curriculum was successful and where they needed to provide student support. Also, monthly grade level and bi-monthly leadership team meetings provided a time to discuss student work and share successful practices.

Several new student initiatives were introduced in September. Soule Road Elementary School had its first Student Council. Each of the grade 4, 5, and 6 homerooms elected a representative to serve on the council. The purpose of this student leadership group is to plan community service events and to coordinate school spirit activities. Some of their projects included "Trick or Treat" bags for the children at Shriner's Hospital; canned food drive that netted over 500 pounds of food for the Survival Center; and a holiday candy cane sale, with proceeds going to the Springfield-Chicopee-Holyoke Head Start holiday fundraiser. In addition, the Student Council organized a school mascot vote. The penguin is now the official Soule Road Elementary School mascot.

A grade 2 and 6 cross-grade partnership was formed. This "Buddy Program" paired the oldest students in the building with the youngest students. The sixth grades had a welcoming reception in September for their new friends and have followed it up with numerous activities.

Also new this year is the "Caught Being Good" program. Every month staff members nominated a student whom they observed doing a positive action or deed. The student's picture is displayed on a bulletin board in the main foyer for all to see.

The Soule Road Elementary School P.T.O. continued to provide support in the building. They recently purchased a computer and printer for each grade six homeroom. The purchase of these computers increased the technology access for students in their classroom. This active and supportive P.T.O. brought many programs and funded numerous field trips throughout the school year.

Stony Hill Elementary School
Eleanor Fernands, Principal

Stony Hill Elementary School's faculty established a goal for the 2001-2002 school year that promotes an environment where each person is a valued and respected

member of the community. The faculty formed committees to promote a bully-free environment. The three committees are:

a) Committee to promote reading and writing opportunities for students on prevention and procedure.
b) Committee to provide training for students and faculty on bullying prevention and procedure.
c) Committee to plan all school events where we will celebrate belonging to the Stony Hill community.

Highlights of our year have been Pride Assemblies, writing projects, speakers and activities for students and staff. In addition to Officer Randy Wiler of the Kansas Bullying Prevention Program working with the staff and students, Dr. Rob Robinson worked with faculty on how to use class meetings to diffuse relationship issues. Gina Kahn, Youth Risk Service Coordinator, did a series of workshops with students with the emphasis on getting along to get ahead. Stony Hill has developed a fall and spring after-school enrichment program that promotes individual interests and talents. Over 100 students participated in courses from art to computers.

To improve student achievement in math, the Accelerated Math Program has been extended to Grades 4 and 6. An after-school Accelerated Math Club at Stony Hill that has 40 members has met weekly since October. All students at Stony Hill took the Accelerated Math Star Assessment in the fall and will be tested again in the spring so that improvement can be tracked. Stony Hill has a before and after school program to assist students with math and literacy skills. Building a top-notch library continues to be a focus for Stony Hill. Our plan is to double the number of volumes in the next three years. The focus continues to be non-fiction and age appropriate reading books. Stony Hill PTO has dedicated funds for purchases. We have added Grade 3 to our Stony Hill Tiger Paws Publishing Center and each 2nd and 3rd grader will have a published book by the end of this school year.

Thornton W. Burgess Middle School
Noel Pixley, Principal

Thornton W. Burgess Middle School's Improvement Plan has focused on three strategic goals for the 2001-2002 school year. Improving academic growth in the areas of math and language arts continues to be a focus, along with promoting a positive school climate for staff and students, and refining the school safety plan. Preparing students for the MCAS, and other such testing programs continues to be a focus for all staff members at all grade levels. We are pleased to report that due to continued improvements in student performance demonstrated by our 2001 MCAS scores in English Language Arts and Mathematics, Thornton W. Burgess Middle School has been invited to apply to be a 2002 Commonwealth Compass School. Compass Schools help provide direction to other schools exploring, planning or implementing improvement strategies by sharing practical details of specific initiatives that they report have been key in their students' improvement. Teachers and administrators of Thornton Burgess

School continue to be actively involved in various grade level student groups and are immersed in curriculum review, curriculum mapping and rubric development.

This year the staff of Thornton W. Burgess Middle School also made the unanimous commitment to become an active member of the "Foundation for Excellent Schools" (FES). We learned that through membership in this group, FES would assist us in creating an educational environment that would produce measurable growth in academics and school climate. The Foundation for Excellent Schools, a national non-profit organization located in Vermont, is committed to providing opportunities for all students to succeed in school and beyond. Since 1991, the FES has helped more than 220 schools nationwide create measurable gains in graduation requirements, test scores, and parental and community involvement. Through our involvement with the FES, the Thornton W. Burgess Middle School faculty will be better prepared in providing high quality educational opportunities for all students.

As in the past, the administration and faculty of Thornton W. Burgess Middle School would like to recognize the parents, PTO, and VIPS for their continued support of such programs as our annual magazine drive and Career Day. Without their remarkable and continued support, we would not be able to offer the high quality field trip and in-school programs that we have. Many thanks also to Sergeant Farnsworth and Officer Joy for their commitment to D.A.R.E. and the community policing program. Their support and

Wilbraham Middle School
Robert Dionne, Principal

Wilbraham Middle School enhanced the transition activities for both 6th and 8th grade students. An informational video program was produced in cooperation with the Wilbraham Public Access Channel for incoming 7th grade families. Eighth graders from both Wilbraham Middle School and Thornton W. Burgess Middle School had a chance to meet new classmates while participating in activities at Springfield College, Stony Brook Acres, and both school buildings. The involvement of our parents through the work of the PTA continues to be a major asset and resource for our school. The PTA funded the purchase of new computers for the Library and our Language Arts teachers. Additionally, they sponsored a number of student activities and programs that enriched the curriculum in a number of academic areas. A new computer laboratory was opened for the 2001-2002 school year. The Homework Center continues to assist students after school on Tuesdays and Thursdays and is made possible by funding from the Scantic Valley YMCA. The Career Education program was funded for the second year through the Massachusetts Office for School-to-Work Transition. This program provides our students access to the Bridges software program that will assist students with learning about career opportunities and how to develop their individual portfolios. School Improvement goals focus on improving school climate, specifically in the areas of character education, increasing student voice, preventing bullying and harassment, and revisiting core values in the school's mission statement. Wilbraham Middle School has met the Department of Education's MCAS improvement expectations in all three

academic areas (Math, English Language Arts, and Science and Technology) and expects to receive State recognition for this achievement.

Minnechaug Regional High School
John K. Logan, Jr., Principal

Minnechaug Regional High School hosted a visit from an evaluation team of the New England Association of Schools and Colleges in March of 2001. We are pleased to announce that their Commission on Secondary Schools has chosen to continue our accreditation based on the findings of the evaluation committee. The Commission highlighted twenty-seven commendations that included:

- The self-motivated, dedicated teaching staff committed to excellence.
- The intellectually challenging and rigorous coursework and establishment of high expectations in all subject areas.
- The respectful and appropriate behavior of our students.
- The demonstrated parent participation in all aspects of the operation of the school.

The Commission also highlighted a number of areas for us to focus on in support of our constant efforts to achieve excellence in education. Our progress in these efforts will be reported to them in a special progress report in April 2002, as well as a two-year progress report in October 2003.

The Massachusetts Department of Education announced that 21 Minnechaug Regional High School students are 2001 Stanley Z. Koplik Certificate of Mastery Award Recipients. In all, 1,859 students from 214 high schools across the State received these awards. These certificates recognize the mastery of skills and knowledge as demonstrated through the students' accomplishments in mathematics, science, arts, and humanities. To meet the award criteria, applicants received qualifying scores on the MCAS tests and demonstrated two additional qualifying accomplishments that included at least one Advanced Placement or SAT II test score. In addition to the honor itself, recipients attending Massachusetts public colleges and universities are eligible for tuition waivers for up to four years, which are then contingent upon maintaining a 3.3 minimum grade point average.

The following are highlights from a number of the various departments at Minnechaug Regional High School:

Activities: Minnechaug Regional High School continues to offer an extensive array of student activities. The following are a few of the many accomplishments:

- Chess Club, third place in league.
- Computer Club, first place at WNEC Programming competition.
- EMERALDS won award of "Excellent" from National Council of Teachers of English.
- Science Olympiad, first place in Western Massachusetts and eleventh place out of 40 teams at the State meet.

- SMOKE SIGNAL, first place in Quill and Scroll and first place in American Scholastic Press Association.
- MRHS students volunteered thousands of community service hours and they also raised over $23,000 for various organizations in the community.

Athletics: With the addition of two new sports, boys' and girls' indoor track, our comprehensive program now totals 30 sports/activities. Our teams continue to excel both in athletics and academics receiving MIAA Academic Excellence Awards. Our athletic teams continue to place high in both league and Western Massachusetts competitions. Girls' lacrosse qualified for the State semi-finals.

English: Teachers continued to study and revise curriculum in response to the needs of the State MCAS tests. The EMERALDS magazine and our school newspaper, SMOKE SIGNAL, were recognized for their excellence by their respective national organizations. Fifteen of our students' works were published in the anthology, YOUNG POETS SPEAK OUT. Advanced writing students continued to receive national recognition for their work. Our Classic Drama students presented the plays, "Dracula" and "A Midsummer's Night Dream."

Family and Consumer Science: Expanded their use of guest speakers from schools such as Johnson and Wales and the American Culinary Institute; continued to offered catered brunches; and entered into a collaborative effort with the Fine Arts Department entitled, "A Musical Feast."

Fine Arts: The Art Department is in the first year of using its newly renovated D1 art suite. Students were involved in field trips to the Museum of Modern Art, Metropolitan Museum, and Whitney Museum in New York City. The Music Department continued to present a Spring Music Festival, Jazz Show, and Winter Concert. As usual, Minnechaug Regional High School was well represented at the Western District and All-State Music Festivals by both choral and instrumental students. Rock and roll legend, Gene Pitney, visited the music department and shared with our students his career and involvement in the recording industry.

Foreign Language: Has expanded its language clubs offering activities in Spanish, French, and Latin.

Guidance: In an attempt to be more proactive and better serve our students and parents, the Guidance Department has initiated "Coffee with Counselors," an informal morning program for parents; College Applications 101, a fall evening program for senior parents; evening hours for parents to meet with counselors; an expanded Tech Prep Program; a guidance-parent advisory council; and senior workshops with recent graduates.

History and Social Science: Responding to the tragic events of September 11, 2001, teachers developed instructional units that addressed these events and, in particular, fostered a greater understanding of Islam and the Muslim world.

Math: The Math Department has been working vigorously for the past two years implementing technology at all levels. For those students at risk of failing MCAS, teachers have been given special training in order to implement the "Carnegie Cognitive Tutor". This software and curriculum was developed by Carnegie Learning, a division of Carnegie Mellon Institute, and has proven to be quite successful at increasing MCAS scores for these students. In both the level 1 and intermediate level courses teachers have been trained in the use of the "Geometer Sketchpad", and it has been incorporated in to the Geometry curriculum. At the Advanced Placement level, "Mathematica" has been implemented as a part of the Calculus curriculum. In addition to the above-mentioned software, it should also be noted that the graphing calculator is used extensively at all levels of mathematics.

Science: The Science Olympiad team is having the best season in over twelve years in the regional competitions and is looking forward to the State championships in March. Individual members of the department have been involved in an innovative tenth-grade inclusion biology class created to meet the needs of diverse learners.

Tech Ed/Business/Computers: The Business Department was shifted from Math to Tech Ed/Computers. As we enter the new millennium, we find ever-increasing applications of technology, in particular computers, in this department. New computers updated our M8 computer lab, along with a television set-up. Our students continue to be recognized at the Robotics Competition and the Western New England Programming Competition. American Technology Honor Society students offered free classes for senior citizens, Internet courses at the Wilbraham Public Library, developed the computer program for our climate survey, worked on the high school computer inventory, and assisted students and staff throughout the building.

Adult Community Education and Recreation
Ned Doyle, Director

Adult Community Education and Recreation continues to serve the diverse needs of the Hampden-Wilbraham community and the District's New Beginnings Program continues to flourish and expand. The fall and spring offerings continue to target the adult population in the community, while the summer offerings are focused on the youth. The New Beginnings Program continues to be the umbrella structure for the following entities:

- Adult Community Education Program
- MRHS Summer School Program
- Elementary Summer Reading Program
- "Summer Programs 'R' You" Program
- Community Recreation Program
- HWRSD-Scantic Valley YMCA Co-operative Programs

The New Beginnings Program just finished its fourth year with the completion of the fall offerings. The program continues to effectively provide educational and recreational enrichment to both the youth and adult populations of the community. Since classes were first offered in 1998, thousands of students have enjoyed the program offerings. The popularity of the summer programs for school-age children is particularly noteworthy. In all regards, the New Beginnings Program continues to be a tremendous success and to be extremely well received in the community. This positive trend is sure to continue as it strives to meet the educational and recreational needs of our diverse constituency.

Student Services Department
Thomas Philpott, Director

Student Services Department is comprised of special education, support for students whose primary home language is not English, and health care services. Our special education programs are involved in exciting new initiatives such as developing and supporting innovative "inclusion" plans; promoting the concept of "the continuum of services" throughout the District; making the evaluation process more efficient and responsive to the needs of the District; emphasizing the importance of professional development by making available to staff several experts who are knowledgeable in such areas as reading acquisition, organizational strategies, and behavior management (areas often cited in referring students to special education); and expanding the inventory of technological resources while providing the opportunity to provide staff with the training necessary to effectively operate these resources in ways beneficial for our special education students.

Thanks to the generous support of the District and the acquisition of a State public health grant, there is now a full-time nurse in every school building. Through the grant, a data collection software program was purchased and all student health care information has been entered, thus allowing our nurses to maintain a current health record for all students. Nurses are now available to become active members of child study, crises response, and special education teams.

Though the number of students in the District in need of English acquisition support is relatively small (38 students), the diversity of languages, in combination with the scattering of students throughout all eight of our schools, as well as the multiple grade levels, places a huge challenge on the staff assigned to helping limited English speaking students make academic progress. The success of this program reflects the hard work of our ESL staff and the tremendous cooperation of dedicated classroom teachers.

HAMPDEN-WILBRAHAM REGIONAL SCHOOL DISTRICT

FIVE-YEAR ENROLLMENT HISTORY

	1997 – 1998			1998 – 1999			1999 – 2000			2000 - 2001			2001 - 2002		
Grade	H	W	T	H	W	T	H	W	T	H	W	T	H	W	T
K	43	129	172	50	162	212	50	144	194	63	193	256	61	180	241
P-1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1	92	179	271	58	149	207	67	177	244	59	176	235	65	210	275
2	71	188	259	86	196	282	57	175	232	66	179	245	62	189	251
3	73	216	289	73	194	267	91	213	304	64	185	249	63	184	247
4	80	203	283	67	224	291	72	204	276	96	217	313	64	195	259
5	83	201	284	82	204	286	72	240	312	75	210	285	95	229	324
6	67	203	270	84	205	289	82	213	295	80	244	324	80	216	296
7	75	207	282	65	204	269	84	216	300	88	221	309	76	251	327
8	83	199	282	78	219	297	64	217	281	88	219	307	88	227	315
9	66	210	276	80	220	300	89	245	334	60	192	252	87	243	330
10	72	183	255	68	202	270	73	209	282	77	200	277	66	222	288
11	62	160	222	66	173	239	63	190	253	82	231	313	72	218	290
12	64	156	220	62	158	220	69	182	251	68	229	313	79	208	287
9-12															
Other			77			87			88			85			87
TOTAL	931	2434	3442	918	2508	3516	933	2625	3646	966	2696	3747	958	2772	3817

SCHOOL COMMITTEE

Paula R. Tingle, Chairperson
Pamela C. Burch, Vice Chairperson
Lois R. Megliola
Mary Anne Morris
Alan Neelans
Peter T. Salerno
Ronald E. Thomson

SCHOOL COUNCILS

The Hampden-Wilbraham Regional School District wishes to acknowledge the effectiveness of the School Councils and to thank them for volunteering their personal time to pursue a commitment to the education of our young people. We would also like the community to recognize the services rendered by these parents and citizens of the HWRSD.

MILE TREE ELEMENTARY SCHOOL
Lynne Kimball, Principal
Meg Cyr
Bill Fraser
Debbie Kelly
Dina LaMotte
Janet Libby
JoAnn Mack
Pam Pearson

GREEN MEADOWS ELEMENTARY SCHOOL
T. Jeffrey Sullivan, Principal
Donna Benoit
Victoria Janeczek
Cathy Leslie
Ann Marie Mielke
Richard Moriarty
Jennifer Peloquin
Diane Scott
Carolyn Webber

MEMORIAL ELEMENTARY SCHOOL
Deborah Thompson, Principal
Denise Cargill
Wayne Carpenter
Robin Clifford
Lynne Leveillee
Darlene Maconi
Mary Marek
Sharon Tellier

SOULE ROAD ELEMENTARY SCHOOL
Rosemary Brosnan, Principal
Maureen Burke
Krista Hanson
Stephanie Harju
Betty Howarth
Cathy Mahoney
Charity Marlatt
Tom Moran
Louise Pelletier
Missy Taft

STONY HILL ELEMENTARY SCHOOL
Eleanor Fernands, Principal
Michelle Axtmann
Jenn Bauduccio
Gretchen Cardoso
Andy Cohen
Shawn Lawrence
Kim Leary
Judy Maleckas

THORNTON W. BURGESS MIDDLE SCHOOL
Noel Pixley, Principal
Cheryl Clarke
Jean Godek
Bonnie Howell
Phyllis Hultstrom
Ken Peterson
Susan Raimer
Lynn Schmitt
Mary Ellen Shea
Cheri Tanguay

WILBRAHAM MIDDLE SCHOOL

Robert A. Dionne, Principal
Carole Alderman
Scott Berg
Donna Berrouard
Linda Cooper
Suzanne Laba
Hans Mentzen
Timothy Pelletier
Jane Robinson
Kyle St. Germain
Catherine Taft
Theresa Terbush

MINNECHAUG REGIONAL HIGH SCHOOL

John K. Logan, Principal
Susan Bunnell
Patricia Casey
Elizabeth Contant
Kristen Fuss
Patricia Gordon
Lois Hedberg
Wilbur Jenkins
Clifton Johnson
Lorelei McCollum
Gary Petzold
Gregory Schmutte
Constance Shea
Ryan Tougias

RETIREMENTS DURING 2001 WERE:

Dominick Anzalotti, Soule Road Elementary School
Milton Barnes, Soule Road Elementary School
Martin Barrett, Minnechaug Regional High School
Carol Davis, Student Services
Patricia Downes, Thornton W. Burgess Middle School
Elizabeth Ezold, Memorial Elementary School
John Farrell, Mile Tree Elementary School
Roger Farrell, Thornton W. Burgess Middle School
Victor Granaudo, Minnechaug Regional High School
Donna Hick, Minnechaug Regional High School
Ann Kane, Green Meadows Elementary School
Sharon Kelly, Memorial Elementary School
Patricia Krzesik, Wilbraham Middle School
Mary Jane Leone, Mile Tree Elementary School
Catherine Maleckas, Minnechaug Regional High School
Gail McFadden, Mile Tree
Linda Peck, Mile Tree
James Shea, Jr., Soule Road Elementary School

HAMPDEN-WILBRAHAM REGIONAL SCHOOL DISTRICT
DIRECTORY

Mile Tree Elementary School (Grades Pre K – 1)
Lynne Kimball, Principal
625 Main Street, Wilbraham, MA 01095 – Telephone (413) 596-6921
School Hours: 9:00 a.m. to 3:15 p.m.

Green Meadows Elementary School (Grades Pre K – 3)
T. Jeffrey Sullivan, Principal
38 North Road, Hampden, MA 01036 – Telephone (413) 566-3263
School Hours: 9:00 a.m. to 3:15 p.m.

Memorial Elementary School (Grades 2 – 6)
Deborah Thompson, Principal
310 Main Street, Wilbraham, MA 01095 – Telephone (413) 596-6821
School Hours: 8:25 a.m. to 2:40 p.m.

Stony Hill Elementary School (Grades 2 – 6)
Eleanor Fernands, Principal
675 Stony Hill Road, MA 01095 – Telephone (413) 599-1950
School Hours: 8:25 a.m. to 2:40 p.m.

Thornton W. Burgess Middle School (Grades 4 – 8)
Noel Pixley, Principal
85 Wilbraham Road, Hampden, MA 01036 – Telephone (413) 566-8950
School Hours: 8:25 a.m. to 2:40 p.m.

Wilbraham Middle School (Grades 7 – 8)
Robert Dionne, Principal
466 Stony Hill Road, Wilbraham, MA 01095 – Telephone ((413)) 596-9061
School Hours: 7:50 a.m. to 2:05 p.m.

Minnechaug Regional High School (Grades 9 –12)
John K. Logan, Jr., Principal
612 Main Street, Wilbraham, MA 01095 – Telephone (413) 596-9011
School Hours: 7:30 a.m. to 2:00 p.m.

Superintendent's Office
Paul C. Gagliarducci, Ed.D., Superintendent of Schools
621 Main Street, Wilbraham, MA 01095 – Telephone (413) 596-3884
Office Hours: 8:00 a.m. to 4:00 p.m.

The Atheneum Society of Wilbraham

Preservation and restoration of the Old Meeting House and the Hearse House was the Atheneum Society's major project for 2001. Repairs were made to the clapboards and shutters and fresh paint was the finishing touch for these historic treasures.

The entire restoration project will take several years to complete. Funding for Phase I came from the Massachusetts Preservation Projects Funds of the Massachusetts Historical Commission, from the Town of Wilbraham and from private donations. We will apply for additional public funds for the next phase, and our development efforts for private donations are ongoing.

The Atheneum Society maintains the Old Meeting House as a museum to preserve traditions and artifacts relating to historic Wilbraham. The building is maintained with the active participation of citizens through their donations, volunteer hours, and expertise.

Interested townspeople are encouraged to join the Atheneum Society and participate in the preservation of traditions and artifacts relating to our historic town.

Marcie D. Williams, President

Wilbraham & Monson Academy

Wilbraham & Monson Academy began its 198th year by welcoming 349 students who have come from 17 states and 13 different countries to live and learn together. Among the day students, 33 are from Wilbraham. Enrollment at the Blake Middle School is 65.

In August 2001, I announced to the members of the Board of Trustees that this would be my final year as Head of School at the Academy. They engaged Browning Associates to consult with them as they formed a committee and began the search for a new Head of School. The search committee of ten was composed of seven trustees, two experienced faculty members, and the president of the WMA Parents' Association. From a field of over 40 candidates, seven were invited to campus to meet with the administrative team and the search committee. Of those seven, four have been invited to return for extended visits, and a decision should be finalized by the end of March 2002.

Our endowment is continually being augmented, with the latest initiative a $100,000 challenge from the Edward E. Ford Foundation. In order to meet this challenge the Academy will raise $200,000 by June 30, 2002. The monies will be used to endow a summer international travel program for faculty who have been full-time teachers for a

minimum of five years. News of the Edward E. Ford Challenge has already spurred one friend of the Academy to pledge $100,000 in honor of his father and grandfather, both Trustees of the Academy.

Last year the Board of Trustees completed an aggressive capital campaign, surpassing the goal of raising $3 million to meet a $1 million challenge from Mr. and Mrs. Prestley Blake. With money from that challenge, from the Mattern Fund, and from individual gifts, repairs to many buildings on campus have been ongoing. The stained glass windows in Alumni Memorial Chapel have been removed and re-leaded. The roof and gutters of Rich Hall have been repaired, and the facia and 300 hundred windows in that building have been repaired and repainted. Extensive repairs, both to the interior and to the exterior of Morrow House, the Head's residence, have been completed and the building has been painted. In addition, a Connecticut company, SignLite, has been contracted to replace all major external signs on campus to present a consistent appearance. They have worked with the Wilbraham town selectmen to ensure the signs meet the town's regulations and that they are pleasing to the eye.

The academic schedule implemented last year is in effect, and all curricular changes continue to be considered in light of the Seven Tenets, adopted by the Curriculum Renewal Committee in 1998. These Seven Tenets are: Professional Development, a Communication Curriculum, a Collaborative Approach, an In-Depth Program, Service, Technology, and Assessment.

Last year the faculty and staff of the Academy completed its Self-Study for the New England Association of Schools and Colleges for its once-a-decade accreditation process. The Visiting Committee, composed of representatives from schools similar to Wilbraham & Monson Academy, visited the school in October. The committee members assessed the accuracy of the Self-Study, and made recommendations. In general, the committee was favorably impressed with the state of the Academy and offered praise for the progress made since the last evaluation. Most suggestions encouraged members of the Academy community to continue with the plans they have made for further improvements.

The Academy continues to enjoy strong ties with the town of Wilbraham. Many of our students are involved with local elementary and middle schools. The Academy Repertory Company and Academy Singers perform at many schools. International students have visited Wilbraham schools for many years, speaking to social studies classes about their countries and their culture. Students in the afternoon Community Service activity volunteer at day care and senior citizens' centers. Many of the faculty and staff at the Academy also serve on town committees and are involved in youth recreation. We welcome the citizens of Wilbraham at concerts, dramatic performances and athletic events on campus. Many community organizations use the fields and other facilities at the Academy. Last summer Beech Tree Camp again provided a stimulating day camp experience for many local youngsters.

Richard C. Malley, Head of School

Community Organizations

Type of Service	Name of Groups	Contact Number
Business	Economic Development Council	596-2806
Business	Hamp.-Wilb. Chamber of Commerce	787-1555
Club	Elks Lodge 2448, Ludlow	583-2448
Club	Grange #153	283-5532
Club	Knights of Columbus	596-9982
Club	St. Cecilia's Women's Club	596-8676
Club	Newton Lodge	596-6677
Club	Rotary of Wilbraham	596-6151
Club	Junior Women's Club	596-2742
Club	Lion's Club	596-2959
Club	Women's Club	596-3448
Club	South End Neighborhood Club	596-9306
Club	Welcome Wagon	599-1713
Education-Private	Wilbraham and Monson Academy	596-6811
Education-Public	Hampden-Wilbraham Regional Schools	596-3884
Events (Peach Festival)	Wilbraham Community Association	599-0010
Gardening	Garden Club	596-3244
Gardening	Community Gardens	596-6072
History	Atheneum Society	596-4097
Library Support	Friends of the Library	596-6141
Library Support	Library Memorial Endowment Fund	596-6141
Orchestra	Post Road Orchestra	596-9075
Outdoors (Fountain Park)	Wilbraham Nature & Cultural Center	596-2712
Political	Democratic Town Committee	596-8427
Political	Republican Town Committee	596-8595
Recreation/Sports	Friends of Recreation	596-2816
Seniors	Young at Heart Club	596-9551
Sports	Country Club of Wilbraham	596-8897
Sports	Wilbraham Soccer Club	596-3627
Television	Public Access Cable TV	599-0940
Veterans	American Legion Post 286	596-8111
Veterans	American Legion Post 418	596-8111
Veterans	VFW Post 5361	596-6445
Veterans	Polish American Veteran's Club	543-2076
Youth	Children's Museum	596-2472
Youth	Girl Scouts and Brownies	596-2320
Youth	BSA Troop #177	596-5047
Youth	BSA Troop #359	596-3052
Youth	BSA Pack #177 (Cub Scouts)	596-5047
Youth	BSA Pack #359 (Cub Scouts)	596-3584
Youth	Scantic Valley Y	596-2749

Town of Wilbraham

240 Springfield Street
Wilbraham, Massachusetts 01095

Citizen Participation: The Key to Local Government

The Town of Wilbraham needs your help. By volunteering to serve on one or more of town committee, board or commission, you will know the satisfaction of being part of your local government.

Most committee appointments are made by the Board of Selectmen soon after the Annual Town Meeting in May. Vacancies can also occur during the year or selectmen may appoint special committees for particular jobs.

Please use this reply form to indicate your special interests and willingness to serve.

Committees appointed by the Board of Selectmen:

- ☐ Council on Aging
- ☐ Board of Appeals
- ☐ Capital Planning Committee
- ☐ Conservation Commission
- ☐ Fair Housing Committee
- ☐ Finance Committee
- ☐ Fire Commissioners
- ☐ Advisory Board of Health
- ☐ Historical Commission
- ☐ Open Space and Recreation Committee
- ☐ Personnel Board
- ☐ Recreation Commission
- ☐ Public Access Cable TV Committee
- ☐ Sewer Advisory Committee
- ☐ Solid Waste Advisory Committee
- ☐ Wilbraham Commission on Disabilities
- ☐ Wilbraham Cultural Council
- ☐ Other

NAME: _____
ADDRESS: _____
DAY PHONE: _____
OCCUPATION: _____

PLEASE MAKE NOTE OF YOUR SPECIAL INTERESTS, CONCERNS, EDUCATION, AND EXPERIENCES (enclose a resume if you like): _____

_____

_____

_____

_____

_____

WILBRAHAM PUBLIC LIBRARY

Emergency Special Needs Questionnaire

IMPORTANT EMERGENCY INFORMATION REQUESTED

The Town of Wilbraham wants to help you and your family, friends, and neighbors in an emergency. Please let us know if you need special help by providing some critical – and confidential – information which will be used to help plan for fires, floods, weather emergencies, and disasters.

If someone in your home uses a wheelchair, has a hearing problem, is blind, or has another disability, please complete this form. If you do not need this form, but know someone who does, please forward it to them.

THIS INFORMATION IS CONFIDENTIAL

1. Residential Address (street and number): _____

2. On which floor is the apartment or, if the person is confined, which floor or room would he or she be located? _____

_____

3. Name of the special needs person: _____

Age _____ Sex _____

4. Household telephone number: _____

5. Please check or describe the disability:

☐ Hearing impaired ☐ Visually impaired

☐ Non-ambulatory (i.e. wheelchair; confined to bed, etc.)

Please described the disability specifically: _____

_____

_____

6. This form is completed by: (print name) _____

signature _____

RETURN TO: Local Emergency Planning Staff
Town of Wilbraham
240 Springfield Street
Wilbraham, MA 01095

TOWN OF WILBRAHAM
Visit the web site
www.ci.wilbraham.ma.us

This Town Report is available, upon request,
in alternate formats (large print, audio tape, etc.).
Please direct your request to William J. Fogarty,
Town Administrator/ADA Coordinator,
240 Springfield Street, Wilbraham, MA 01095
or call (413) 596-2805.

2002
ANNUAL REPORT
TOWN OF WILBRAHAM

2002 ANNUAL REPORT

TOWN OF WILBRAHAM

FOREWORD

This Annual Report looks back on the year 2002, providing an overview of accomplishments of town departments, boards and committees. This is also a forward-looking document, reflecting on needs to be met in the coming year and even further into the future.

We encourage you to read the reports and attend town meeting (May 13, 2003) to vote on the annual budget and business agenda of the town.

This book contains helpful information to serve you throughout the year:

- ⇒ town telephone numbers,
- ⇒ state and local government web-page addresses,
- ⇒ a schedule of regular government meetings,
- ⇒ contacts for community and civic groups,
- ⇒ a volunteer participation questionnaire,
- ⇒ a form to register special needs with emergency response teams,
- ⇒ information about local political party committees, and
- ⇒ addresses of your representatives to the United States Congress and the Massachusetts General Court.

Board of Selectmen

Kevin J. Moriarty, Chairman

David W. Barry

James E. Thompson

ANNUAL TOWN MEETING

Tuesday, May 13, 2003 - 7:00 PM
Minnechaug Regional High School Auditorium

ANNUAL TOWN ELECTIONS

Saturday, May 17, 2003 - Polls Open 8:30 AM to 6:30 PM
At designated polling places

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In Memoriam

Mary A. Irla
1924 - 2002
Town Clerk
Democratic Town Committee
Public Safety Facility Planning Committee
Council on Aging

Michael S. Pyzocha
1920 - 2002
School Department

Richard E. Forte, Jr.
1955 - 2002
Department of Public Works

Anne H. Bourgelas
1950 - 2002
Department of Public Works

Tom Griffin
1924 – 2002
Public Access Television

Best Wishes to Retirees

Robert Pabis
Wilbraham Police Department

Retirees of the
Hampden-Wilbraham Regional School District
are listed on page xxxx

Wilbraham Facts

Settled: 1731
Incorporated: June 15, 1763
Population: 13,473 (federal census 2000)
Dwellings: 5048
Area: 22 Square Miles
Highest Altitude: Mount Chapin 937 feet

Public Schools

Grade Pre-K-1 Mile Tree School (596-6921)
Grade 2-6 Memorial School (596-6821)
Grade 2-6 Stony Hill School (599-1950)
Grade 2-6 Soule Road School (596-9311)
Grade 7-8 Middle School (596-9061)
Grade 9-12 Minnechaug Regional High School (596-9011)

Private Nursery, Preschool & Day Care

The Burch Tree - 971 Main Street (596-9819)
Clinton Nursery School - 675 Stony Hill Road (596-5576)
Country Day School - 88 Stony Hill Road (543-3649)
Epiphany Preschool – 20 Highland Avenue (596-7245)
Fiddlestix - 36 Maple Street (596-6424)
Learning Links - 215 Manchonis Road Extension (596-9509)
The Kid's Place - 2149 Boston Road (596-9509)
Wilbraham United Church - 500 Main Street (596-2511)
Discoveries Stay & Play Child Care Program – 8 Woodland Dell (596-3049)

Churches

Christ the King (Lutheran) – 758 Main Street
Church of the Epiphany (Episcopal) – 20 Highland Avenue
Evangel Assembly of God – 2341 Boston Road
Glendale Methodist Church – 944 Glendale Road
Grace Union Church (Congregational) – Chapel Street
St. Cecilia Church (Roman Catholic) – 64 Main Street
Wilbraham United Church (Congregational Methodist) – 500 Main Street
Wilbraham Bible Church

Private Schools

Wilbraham & Monson Academy - 423 Main Street

DIRECTORY: TOWN DEPARTMENTS AND SERVICES

EMERGENCIES
911
Fire, Police, Ambulance

Accounting---------- 596-2800
Ambulance, Non-emergency business---------- 596-2273
Board of Appeals (Zoning)---------- 596-2822
Assessors---------- 596-2817
Building Department---------- 596-2804
Conservation ---------- 596-2822
Dog Officer---------- 596-2006
Public Works , Engineering ---------- 596-2807
Fire Department, Non-emergency business---------- 596-3122
Housing Authority---------- 543-1700
Library---------- 596-6141
Planning & Community Development---------- 596-2806
Police Department, TDD---------- 596-4357
Police Department, Rape Reporting Only---------- 596-2100
Police Department, Non-emergency business---------- 596-3837
Public Access Television---------- 599-0940
Charter Communications (cable subscriber services) - 583-5171
Recreation---------- 596-2816
Coach Information ---------- 596-2402
School, Superintendent---------- 596-3884
Selectmen/Town Administrator---------- 596-8111
Senior Center---------- 543-8201
Tax Collector---------- 596-2813
Tobacco Control---------- 596-2824
Town Clerk---------- 596-2809
Trash Stickers & Recycling---------- 596-2814
Treasurer---------- 596-2811
Veterans Services ---------- 596-8111

Wilbraham on the Web

With links to town departments and divisions

www.ci.wilbraham.ma.us

Public Television: www.friendsofwpa.org
Public Television: www.wpatv.org
Public Library: www.wilbrahamlibrary.org

FEDERAL AND STATE DELEGATION

GOVERNOR
Mitt Romney
State House Room 360
Boston, MA 02133
Phone: 1-617-725-4005

U.S. SENATOR
Edward M. Kennedy (D)
J.F.K. Building, Suite 2400
Boston, MA 02203
Phone: 1-617-565-3170

317 Russell Senate Office Building
Washington, DC 20510
Phone: 1-202-224-4553

U.S. SENATOR
John F. Kerry (D)
One Bowdoin Square, 10th floor
Boston, MA 02114
Phone: 1-617-565-8519

304 Russell Senate Office Building
Washington, DC 20510
Phone: 1-202-224-2742

One Financial Place
Springfield, MA 01103
Phone: 413-785-4610

REPRESENTATIVE
2nd Congressional District
Richard E. Neal (D)
Federal Office Building
1550 Main St. (suite 309)
Springfield, MA 01103
Phone: 413-785-0325

2133 Rayburn House Office Building
Washington, DC 20515
Phone: 1-202-225-5601

REPRESENTATIVE
12th Hampden District
Gale D. Candaras (D)
17 Main Street
Wilbraham, MA 01095
Phone: 413-599-4785

State House, Room 478
Boston, MA 02133
Phone:1-617-722-2040

SENATOR
1st Hampden District
Brian P. Lees (R)
527 Main Street
Indian Orchard, MA 01151
Phone: 413-543-2167

State House
Boston, MA 02133
Phone: 1-617-722-1291

TOLL FREE CITIZEN INFORMATION

Secretary of the Commonwealth
1-800-392-6090
Commonwealth on the Web: www.mass.gov

ELECTED OFFICIALS

Board of Selectmen & Board of Health

Kevin J. Moriarty	(D)	2003
David W. Barry	(D)	2004
James E. Thompson	(D)	2005

Town Clerk

Beverly J. Litchfield	(D)	2003

Moderator

Arthur F. Dionne	(R)	2003

Board of Assessors

Lawrence G. LaBarbera	(R)	2003
Richard Howell	(R)	2004
John M. Wesolowski	(R)	2005

Regional School Committee

Paula Tingle (appointed to partial term)	(D)	2003
Pamela C. Burch	(R)	2003
Lois Megliola	(R)	2004
Peter Salerno	(R)	2005
Natale T. Pedace	(D)	2005

Tree Warden

Gordon R. Long	(R)	2003

Cemetery Commissioners

J. Bruce Tingle	(D)	2003
Peter W. Ablondi	(R)	2004
Donna L. Fountain	(R)	2005

Water Commissioners

Zigmund A. Peret	(R)	2003
William R. Baldwin	(R)	2004
Albert E. Kirk	(R)	2005

Board of Library Trustees

Deborah J. Reavey	(R)	2003
Susan Magee	(R)	2003
Barbara W. Fitzgerald	(R)	2004
William R. Massidda	(R)	2004
Coralie M. Gray	(R)	2005
Llewellyn S. Merrick	(R)	2005

Planning Board

Edward T. Stevenson	(R)	2003
Donald Williams (resigned)	(D)	2004
Susan Burk (appointed to partial term, expires 2003)		
Richard E. Butler	(R)	2005
Frederic W. Fuller III	(R)	2006
Laurie Ely Bongiorni	(D)	2007

Housing Authority

Douglas Mercier	(D)	2003
R. Earl Hermance (State appointee)	(R)	2004
Michelle Lawler	(R)	2005
Richard D. Bourgeois	(R)	2006
William D. Crocker Jr.	(R)	2007

Poundkeeper

Gilles E. Turcotte	2003

Surveyors of Lumber

Edward P. Lindsay Jr.	2003
William H. Garvey	2003

Measurers of Wood & Bark

Stanley Gore	2003
William H. Garvey	2003

Field Drivers

Dorrance T. Green	2003
John Garvey	2003

Weighers of Grain

Alton McDonald	2003
Jesse L. Rice	2003

DEPARTMENT DIRECTORS

(appointment date noted, if applicable)

Town Administrator
William J. Fogarty (2004)

Assistant Town Administrator
Joan D. Paris

Town Clerk
Beverly Litchfield

Treasurer/Collector
Thomas P. Sullivan

Town Accountant
JoAnne DeGray (2003)

Assistant Assessor
Manny Silva (2003)

Police Chief
Allen M. Stratton (2003)

Fire Chief
Kenneth R. Willette (2004)

Director, Central Dispatch
Thomas Cortis

Director, DPW, Town Engineer
Edmond W. Miga Jr. (2003)

Assistant Director, DPW
Ronald Lavoie

Superintendent of Streets
Frank Shea

Director, Water Department
Michael Framarin

Director, Planning Department
John Pearsall

Director, Information Technology
Antonio Pagan

Building Inspector/Zoning Officer
Lance Trevallion (2005)

Director, Recreation Department
Bryan Litz (2004)

Director, Library
Christine Bergquist

Director, Public Access TV
Caroline Cunningham

Director, Senior Center
Dorothy Hooper

Sanitarian & Inspector (Health Agent)
Lorri McCool (2003)

Director, Tobacco Consortium
Sarah McColgan

APPOINTED OFFICIALS, BOARDS AND COMMITTEES

Assistant Town Accountant

Nancy Johnson	June 2003

Council on Aging

Virginia Rickert	May 2003
Mary A. Irla	May 2003
Barbara Fisk	May 2004
Alfred Brazee	May 2004
Theresa B. Munn	May 2005
Fred Biel	May 2005
Marguerite Zwarycz	May 2005
Rev. John Gawienowski	May 2003

Ambulance Oversight Committee

Paula Chevrier	May 2003
Alan S. Peck	May 2004
Brad Pinney	May 2005
Larry Robbins	May 2005
John Liebel	May 2004

Animal Inspector

Dorsie R. Kovacs, DMV April 2003

Animal Control Officer

Gilles Turcotte May 2003

Assistant Animal Control Officer

Anne Turcotte May 2003

Archivist

Coralie M. Gray May 2003

Board of Appeals (Zoning)

Thomas W. Counos	May 2003
Edward E. Kivari	May 2003
Carol Lynch	May 2004
Associate Members:	
Charles A. Pelouze	May 2005
Mark J. Albano	May 2003

Board of Registrars

Rodney Fountain (R)	May 2004
Thomas Mango (D)	May 2003
John Shea (R)	May 2005

By-Law Study Committee

Michael T. Hassett	May 2003
Michael J. Julian	May 2003
David W. Barry	May 2003
Paul D. Barry	May 2003
C. Jeffrey Kinder	May 2003
Town Clerk	*ex officio*

Cable TV Advisory Committee

Robert Berger	May 2004
James H. Ross III	May 2004
Linda K. Fuller	May 2004
Ron Dowling	May 2004
Roy Scott	May 2004
John W. Welch	May 2004
Steven Judycki,	May 2004

Capital Planning Committee

Sue Bunnell	May 2003
Marcia B. Zimmer	May 2003
Brenda Canning	May 2003
Robert L Quintin	May 2004
John Pitoniak	May 2005

Conservation Commission

John Sullivan	May 2003
George Reich	May 2003
Thomas R. Reavey	May 2003
Christopher J. Brown	May 2004
Stoughton L. Smead	May 2004
Patricia A. Ross	May 2005
Robert McMaster	May 2005

Constable

Kirk Burkins	May 2003
Alton McDonald	May 2003

Crane Park Memorial Committee

Frank A. Everton	project
Richard Prochnow	completed
Len Hickey	Nov 11, 2002
Marge Trimble	
Joseph Motyl	
William Garvey	

Cultural Council

Barbara Los	May 2003
Carolyn Zawacki	May 2003
Lee Fontaine	May 2003
Jennifer Chapin	May 2003
Barbara Ziskind	May 2003
Judy L. VanRaalte	May 2003
Charles F. Bennett	May 2003
Jean C. Albano	May 2003

Commission on Disabilities

John R. Chase	May 2003
Elaine Scott	May 2003
Anne M. Metayer	May 2003
Susan Kramer	May 2005
Evelyn O'Brien	May 2005
Diane DaSilva	May 2005
VACANCY (town official)	May 2004
Donald F. Haynes	May 2004
Debbie McDonald	May 2004

Electrical Inspector

Daniel Driscoll	May 2003

Fair Housing Committee

Carolyn Zawacki	May 2003
Donna Roundy (resigned)	May 2003
James Barrett	May 2003

Fence Viewer

Jesse L. Rice	May 2003

Finance Committee

Susan Bunnell	May 2003
Domenick LaSorsa	May 2003
Paul DeSantis	May 2003
Ken R. Furst	May 2004
Kevin Dorsey	May 2004
Marcia Zimmer	May 2004
Kevin O'Donnell	May 2005
Robert G. Gale	May 2005
Judith A. Curran	May 2005

Board of Fire Commissioners

Alton E. McDonald	May 2005
Gary Petzold	May 2003
John N. Sampson	May 2004

Advisory Board of Health

Marie B. Chivers	May 2003
Marcia B. Zimmer	May 2003
Judith C. Dionne	May 2003
Kevin E. Schmidt	May 2003
Loralee Nelson	May 2003
Thomas G. MaGill	May 2003

Advisor, Board of Health

Walter J. Pacosa	May 2003

Historical Commission

Richard J. Howell	May 2003
Bruce Tingle	May 2003
Anita LaBarbera	May 2004
Carol M. Albano	May 2004
Steve M. Gray	May 2005
Elizabeth N. Cahill	May 2005
Jennifer Rothschild-Shea	May 2005

Historic District Study Committee

Kevin Rothschild-Shea	to project
Coralie M. Gray	completion
Warren Rothschild	
Llewelly Merrick	
Carol Albano	
Peter Dufresne	
Beth Bragga-Williams	

Local Emergency Planning Committee

Holly Jerdi	May 2003
Allen M. Stratton	May 2003
Bradley Pinney	May 2003
Thomas Cortis	May 2003

Robert A. Ruszeck	May 2003
Nick Yarmac	May 2003
Caroline Cunningham	May 2003
Ralph Guyer	May 2003
Edmond J. Miga	May 2003
Lorri McCool	May 2003
Richard Scortino	May 2003
Dorothy Hooper	May 2003
Kenneth R. Willette	May 2003
David W. Barry	May 2003
William J. Fogarty	May 2003
Stoughton Smead	May 2003

Assistant Emergency Manager

Paul Civetti	May 2003

Open Space and Recreation Plan Committee

Kathryn Leary	May 2003
Cathy Callaghan	May 2003
Suzanne Garber	May 2003
James Mauer	May 2003
Lorelei Hewitt	May 2004
Kathy Sweeney	May 2004
Coralie M. Gray	May 2004
Denny Smith	May 2004
Kathleen Collins	May 2002
Stephen Bosworth	May 2002
Rodney Fountain	May 2005
Steve Lawson	May 2005

Park Commissioner & Pest Control

Gordon Long	May 2003

Parking Clerk

Diane Guihan	May 2003

Personnel Board

Jennifer C. Bourgeois	May 2003
Camie Lamica	May 2004
Barbara Ralph	May 2004
Stacy Szwarckop	May 2005
Jack Wilson	May 2005

Planning Board Associate

Craig Nakashian	Oct 2003

Playground and Recreation Commission

Mary Burnham	May 2003
Thomas Courtney	May 2003
John O'Connor	May 2004
Joel Castleman	May 2004
Karen Murphy	May 2005
Russell Mitchell	May 2005
Mark Jones	May 2005

Plumbing and Gas Inspector

Bernard Sears	May 2003

Public Access TV Committee

Edward J. Chapman	May 2003
Mary Ripley	May 2003
Raymond Syriac	May 2003
Sandra Belcastro	May 2003
Thomas M. Nestor	May 2003
Richard Scott	May 2003
Linda K. Fuller	May 2003
Lorrie Willette	May 2003
VACANCY	May 2003

Public Safety Building Committee

David W. Barry, Chr.	to project
William J. Fogarty	completion
Allen M. Stratton	
Kenneth R. Willette	
Edward T. Rigney	
Marcia B. Zimmer	
Susan Bunnell	
Mary A. Irla	
Ralph Guyer	
John D. Ross III	
James Burke	
Jeffrey T. Wilcox	
Alton McDonald (*ex officio*)	

PVPC Alternate Commissioner

John Pearsall	Oct 2003

PVPC Joint Transportation

Tonya Capparello	May 2003

PVTA Advisory Board

William Lyons III	May 2005

Sealer of Weights and Measures

William Garvey	May 2003

Sewer Advisory Committee

Joseph R. Kakley	May 2003
Kelvin S. Kwong	May 2003
Ruly Zachary	May 2004
James V. Dowd	May 2005
Glen Zenor	May 2005

Solid Waste Advisory Committee

Ed Kramer	May 2003
Alicia Roy	May 2003
Marilyn Grolitzer	May 2003
Patrick Leary	May 2003
Marty Baron	May 2003

Assistant Town Clerk

Carole Tardif	May 2003

Town Counsel

Michael T. Hassett	May 2003

Veterans' Agent

Richard J. Prochnow	May 2003

Veterans' Graves Officer

Doug Mercier	May 2003

DEMOCRATIC TOWN COMMITTEE

John F. O'Connor, Chairman
Judith Falzone, Secretary
Madeline Flanagan, Treasurer
Gale D. Candaras, State Representative

Lifetime Members
John Fitzgerald
Thomas Gallagher
Mary E. Hadley
Mary A. Irla
Maralyn E. Jackson
Barbara Kirby
Joseph R. Mathews
Douglas R. Mercier
Kevin J. Moriarty

Elected Members
David W. Barry
Laurie Bongiorni
Johanna Desautelle
Daniel J. Driscoll
Joseph Falzone
Francis Flanagan
Michael J. Flynn
John Gagnon
Dorothy A. Gates
Edward W. Irla, Sr.
Mark F. Jones
Edward E. Kivari, Jr.
Beverly Litchfield
Peter Litchfield
Barbara Ann M. Los
Thomas Mango
Brandon Mercier
Charlotte Mercier
Russ Mitchell
Claire S. O'Connor
Dr. Alan S. Peck
Steven Reilly
John Sullivan
James E. Thompson
Mary Jane Willms
Arthur D. Wolf
Carolyn Zawacki

Associate Members
Virginia Barry
Lisa Jones
Patricia Nordstrom

The Democratic Town Committee promoted the election and appointment of qualified Democrats for public office. Any registered Democrat interested in joining the Democratic Town Committee is invited to contact any member for information.

REPUBLICAN TOWN COMMITTEE

Debbie Reavey, Chair
Linda Prystupa, Vice Chair
Donna L. Fountain, Treasurer
Pamela Burch, Secretary
Judith C. Dionne, Nom. Chairman

Elected Members
Jeremie Arthur
Honey Baldwin
William Baldwin
Alan Burch
Kirk E. Burkins
Adele Chester
David Chivers
Rodney W. Fountain
Sally Fuller
Richard J. Howell
Ann Marie Kibbe
Catherine W. Labine
Richard Labine
Joseph Lawler
Michelle Lawler
Barbara Mudgett
Craig Nakashian
Barbara Putnam
Thomas Reavey
George Reich
Elizabeth Sallade
Frederick Sallade
Constance Sattler
Garrett P. Smith
T. Robert Swallow
Anthony J. Vecchio
Joan Vecchio

Associate Members
Peter Ablondi, Frank C. Barbaro, Richard Bourgeois, Eileen Deane, Arthur Dionne, Mark Gregorie, Robert Howe, , John McCarthy, Joyce McComb, Patrick McComb, Carlton Mappin, Lois R. Megliola, Roy L. Scott, Edward Szczebak

Honorary Members
Herman Grandchamp
Brian P. Lees, State Senator

The Wilbraham Republican Town Committee (WRTC) reminds everyone that **your vote does count!** The purpose of the WRTC is to promote the principles, ideas, and candidates of the Republican party, to ensure quality representative government and to maintain a strong two-party system in Wilbraham. The Committee has and will continue to seek out and support qualified Republicans for public office at all levels of government. Anyone interested in joining this diverse committee may contact us by e-message to dreavey@hotmail.com or write to WRTC, 270 Soule Road, Wilbraham, MA 01095

SCHEDULED MEETINGS

All meetings are subject to change.
All meetings are posted with the Town Clerk at least 48 hours in advance.

Contact committee before bringing item for discussion to allow for agenda preparation.

COUNCIL ON AGING
1st Wednesday, 7:15 p.m.
Senior Center

HOUSING AUTHORITY
2nd Tuesday, 7:00 p.m.
Alternating Locations:
12 Miles Morgan (January and every other month after)
88 Stony Hill Road (February and every other month after)

BOARD OF LIBRARY TRUSTEES
3rd Tuesday, 3:00 p.m.
Library

PLAYGROUND AND RECREATION COMMISSION
1st Thursday, 7:00 p.m.
Town Offices

PUBLIC ACCESS CABLE TV COMMITTEE
3rd Monday, 7 p.m., Sept-June
Red School

BOARD OF SELECTMEN
Every Monday, 7:00 p.m.
Town Offices

SEWER ADVISORY BOARD
2nd Monday, 7:30 p.m.
DPW Building

WATER COMMISSION
1st & 3rd Mondays, 7:30 p.m.
DPW Building

The following boards and committees meet at dates and times posted at the Town Office Building:

Advisory Board of Health
Ambulance Oversight Committee
Board of Assessors
Board of Appeals
Capital Planning Committee
Cable TV Advisory Committee
Cemetery Commission
Conservation Commission
Commission on Disabilities
Cultural Council
Finance Committee
Fire Commission
Health Advisory Committee
Historical Commission
Historic District Study Committee
Local Emergency Planning Committee
Open Space and Recreation Plan Committee
Personnel Board
Planning Board
Public Safety Building Committee
Regional School Committee
and Sub-Committees
Solid Waste Advisory Committee

TOWN CLERK

To the residents of Wilbraham:

Time sure flies and I can truly say, "when you're having fun." I can't believe I've been your Town Clerk for the past nine years. I mean it when I say it has been a pleasure serving you.

On January 1st, the Secretary of State's office realigned all precincts in Massachusetts. I want to thank all of you for being so patient during the change over in Wilbraham. It wasn't easy for me and it certainly wasn't easy for you. Many of you had to leave precincts you had voted in for years. I'm very sorry for that, but this is something that is done every ten years by the Secretary of State. Hopefully we won't be affected during the next review.

Throughout 2002 my office handled four elections, one Annual Town Meeting, one Special Town Meeting, one dog/cat rabies clinic in April and continued as an Agent for processing passports. These were handled on top of our regular daily duties. One of those regular duties is conducting the annual town census. This was the first year that a dog licensing form was attached to the annual census. Many dog owners wanted something in the form of a bill sent to them each year and the town census form allowed this to be done at no additional cost to the town. I personally think it works quite well.

In December our town lost a wonderful resident, friend, and former elected official. Mary A. Irla had been the Town Clerk here for 16 years. She was my boss, my friend, and my mentor. All that I learned, I learned from her. She is deeply missed everyday.

On an educational note, I was able to complete my course studies and conference requirements to enter into the Master Municipal Clerk Academy on September 27, 2001. This year I have been working toward completion of my first level of status out of three at the Academy.

As you can see the Town Clerk's Office runs on a high level of activity at all times. We rarely have time to catch our breath. When and if we are able to, it is most likely due to my assistant Carole Tardif and part-timer Diane Guihan. Their dedication and unending energy level is greatly appreciated by me. I want to thank them both from the bottom of my heart.

Now I look to the future and hope that I can continue as your Town Clerk for many years to come.

Beverly J. Litchfield, CMC
Town Clerk

Annual Town Meeting, May 6, 2002

Attendance
Precinct A: 62
Precinct B: 103
Precinct C: 102
Precinct D: 95
Total - 362

In accordance with the Warrant, as posted, the inhabitants of the Town of Wilbraham, qualified to vote in Town affairs, met in Minnechaug Regional High School. At 7:00PM the Moderator, Arthur F. Dionne, noted a quorum was present and called the meeting to order. The Pledge of Allegiance was then recited followed by Town Clerk Beverly J. Litchfield reading the call of the meeting.

The Moderator welcomed all and commenced with an explanation of the process concerning the "Consent Agenda." The articles included in the consent agenda were then read, one at a time by the members of the Board of Selectmen. After each article the Moderator asked if there were any questions. If there were none, they proceeded with the next article.

A motion was made and seconded to approve the consent agenda articles. This motion passed by a majority vote. Articles passed by consent agenda were 1, 2, 5, 6, 7, 14, 15, 17, 28, 30, 31, 32, 33, 39, 40 and 41.

At this time a motion to recess to the Special Town Meeting was made and seconded. The motion passed by unanimous vote. Meeting recessed at 7:25PM.

At 7:32PM the Annual Town Meeting reopened. The Moderator introduced Lois Scibelli who was in the audience this evening. She is the aide to Senator Brian Lees. He then proceeded with the reading of the "In Memoriam" from the 2001 Annual Report for the Town of Wilbraham. Those names read were Stephen W. Scharl, Eileen M. Connor, Stanley N. Gore, and Anne Marie Fabian. A moment of silence was held in their honor.

The Moderator then took time to explain a change in his procedure concerning the balance of the articles. The change would be that the Moderator would not read the motion for a second time before voting if no questions or comments were raised. He would proceed directly to the vote. If there were questions, he would proceed in the traditional manner of reading the motion a second time.

ARTICLE 1. Choosing Miscellaneous Officials: (Consent Agenda) Passing by a majority vote that the following persons be elected to the indicated offices for the ensuing year:

Poundkeeper	Gilles E. Turcotte
Surveyors of Lumber	Edward P. Lindsay Jr. & William H. Garvey
Measurers of Wood and Charcoal	William H. Garvey
Field Drivers	Dorrance T. Green & John Garvey
Weighers of Grain	Alton McDonald & Jesse L. Rice (Majority Vote)

ARTICLE 2. Parliamentary Procedures (Consent Agenda): Finance Committee

Recommends. Passing by a majority vote that the Town adopt special parliamentary procedures for the purpose of implementing the provisions of Chapter 580 of the Acts of 1980 (Proposition 2 1/2), as amended, and as set forth in a document entitled "Article 2, Exhibit A," on file with the Town Clerk.

ARTICLE 3. Reserve Fund: Finance Committee Recommends. Passing by unanimous vote that the Town raise or appropriate from Free Cash ($118,000) and overlay funds certified as excess by the Board of Assessors pursuant to Section 25 of Chapter 59 of the Massachusetts General Laws ($32,000), the sum of $150,000 for a Fiscal Year 2003 Reserve Fund.

ARTICLE 4. Water Division Reserve Fund: Finance Committee Recommends. Passing by a unanimous vote that the Town raise or appropriate from water receipts the sum of $50,000 for a Fiscal Year 2003 Reserve Fund.

ARTICLE 5. Receipts Reserved for Appropriation for Ambulance: (Consent Agenda) Finance Committee Recommends. Passing by a majority vote that the Town appropriate $342,340 from Receipts Reserved for Appropriation for Ambulance to Ambulance personal services and operating costs, pursuant to Section 5 of Chapter 40 of the Massachusetts General Laws.

ARTICLE 6. Receipts Reserved for Appropriation for Ambulance: (Consent Agenda) Finance Committee Recommends. Passing by a majority vote that the Town appropriate $35,000 from Receipts Reserved for Appropriation for Ambulance to be held in a depreciation account for vehicle and equipment replacement pursuant to Section 5 of Chapter 40 of the Massachusetts General Laws.

ARTICLE 7. Receipts Reserved for Appropriation for Cemeteries: (Consent Agenda) Finance Committee Recommends. Passing by a majority vote that the Town appropriate $4,400 from Receipts Reserved for Appropriation for Cemeteries to Cemetery operating costs, pursuant to Section 5 of Chapter 40 and Section 16 of Chapter 114 of the Massachusetts General Laws.

ARTICLE 8. Community Preservation Committee: After a manual count by the tellers the motion was passed (y-164, n-109) by a majority vote that the Town amend Article V of the Town By-Laws, "Committees Appointed by the Board of Selectmen," by adding Section 519, as on file with the Town Clerk as "Article 8, Exhibit A" creating a Community Preservation Committee.

Steve Lawson gave an explanation of this article. He explained he duties and responsibilities of the Committee. This was followed by a discussion period.

ARTICLE 9. Conservation Fund: Finance Committee Recommends. Passing by a majority vote that the Town raise and appropriate the sum of $7,000 to the Conservation Fund for open space acquisition, in accordance with Section 8C of Chapter 40 of the Massachusetts General Laws.

ARTICLE 10. Assessment of New Construction: Finance Committee Recommends. Passing by a majority vote that the Town accept the provisions of Section 2A(a) of Chapter 59 of the

Massachusetts General Laws providing that to determine real property for the purpose of taxation in FY 2003, buildings and other things erected on or affixed to land during the period beginning on January second and ending on June thirtieth of the fiscal year preceding that to which the tax relates shall be deemed part of such real property as of January first.

Passing by a majority vote that the Town postpones action on Articles 11, 12 and 13 to Monday, June 10, with the continuation of Town Meeting to begin at 7:00 p.m. in the auditorium of Minnechaug Regional High School.

The following three (3) articles (11,12,13) were all voted at the continuation of the Annual Town Meeting held on June 10th, 2002.

ARTICLE 14. Waste Water Enterprise Fund Retained Earnings: (Consent Agenda) Finance Committee Recommends. Passing by a majority vote that the Town appropriate $90,913 from available funds in the Waste Water Enterprise Fund retained earnings account for the purpose of purchasing and installing sewage treatment equipment.

ARTICLE 15. Solid Waste Enterprise Fund Retained Earnings: (Consent Agenda) Finance Committee Recommends. Passing by a majority vote that the Town appropriate $128,138 from available funds in the Solid Waste Enterprise Fund retained earnings account for the purpose of funding solid waste disposal operating expenses.

ARTICLE 16. Authorization to Borrow for Capital Outlays: Finance Committee Recommends. Requiring a 2/3rd vote, declared passed by 2/3rds by the Moderator that the Town borrows a sum of money for the following purposes:

-- in accordance with Section 7(9) of Chapter 44 of the Massachusetts General Laws for the cost of departmental equipment, $208,500.

Capital Planning Committee Chairman Robert Quintin gave a presentation. He gave special thanks to Tom Sullivan, Nancy Johnson and Lance Trevallion for all of their help.

The Moderator then welcomed State Rep. Gale Candaras and asked her to stand to be recognized.

ARTICLE 17. Acceptance of Public Ways: (Consent Agenda) Passing by a majority vote that the Town accept as public ways, pursuant to a layout filed by the Board of Selectmen with the Town Clerk, all or portions of Chatham Trace, Fernwood Drive and Sunnyside Terrace.

ARTICLE 18. Zoning By-Law Amendment - Revised Zoning Map: Planning Board Recommends. Requiring a 2/3rd vote, declared passed by 2/3rds by the Moderator that the Town amends the Wilbraham Zoning By-Law in the following manner:

A. To revise the zoning map in a comprehensive fashion by revoking the existing map entitled "Building Zone Map" in its entirety and adopting in its place a new map entitled "Zoning Map Town of Wilbraham, Massachusetts" on file with the Town Clerk;

B. To revise Section 2.3.1 by deleting the words "Building Zone Map" and substituting therefor the words "Zoning Map" and by deleting the words "January 1974" and substituting therefor "May 2002"; and

C. To revise Sections 2.3.2, 2.4.2, 2.4.3, 2.4.4 and 9.1.3.3 by deleting the words "Building Zone Map" and substituting therefor the words "Zoning Map".

ARTICLE 19. Zoning By-Law Amendment -Technical corrections: Planning Board Recommends. Requiring a 2/3rd vote, declared passed by 2/3rds by the Moderator that the Town amends the Wilbraham Zoning By-Law in the following manner:

A. To amend section 3.3.4 by deleting the reference to "section 12.6" and substituting therefore the correct reference to "section 12.12";

B. To amend section 7.5.7.1 by deleting the reference to "section 12.5.2" and substituting therefore the correct reference to "section 12.7"; and

C. To amend section 7.5.7.2 by deleting the reference to "section 12.5.3" and substituting therefore the correct reference to "section 12.7".

ARTICLE 20. Zoning By-Law Amendment - Nursing Home Signs in Residential Zoning Districts: Planning Board Recommends. Requiring a 2/3rd vote, passing by unanimous vote that the Town amend section 12.5.1 of the Wilbraham Zoning By-Law by inserting the phrase "nursing homes," after the existing words "six (6) square feet in area necessary to".

ARTICLE 21. Zoning By-Law Amendment - Notice to Non-resident Owners: Planning Board Recommends. Requiring a 2/3rd vote, passing by unanimous vote that the Town amend the Wilbraham Zoning By-Law by deleting section 15.11 in its entirety.

ARTICLE 22. Zoning By-Law Amendment - Usable Land Area Definition: Planning Board Recommends. Requiring a 2/3rd vote, declared passed by 2/3rds by the Moderator that the Town amend the Wilbraham Zoning By-Law by adding the words "and which does not consist of slopes having a grade of fifteen percent (15%) or greater." to the end of the existing definition of "Usable Land Area" in section 1.3.

ARTICLE 23. Zoning By-Law Amendment - Body Art Establishments: Planning Board Recommends. Requiring a 2/3rd vote, passing by unanimous vote that the Town amend the Wilbraham Zoning By-Law in the following manner:

A. To amend Section 1.3 by inserting in proper alphabetical order a new definition of "Body Art Establishment" to read as follows:

Body Art Establishment. A facility, whether public or private, that has been granted a permit from the Board of Health of the Town of Wilbraham, where the practice of physical body adornment is performed, in accordance with "Regulations for Body Art Establishments and

Practitioners" as promulgated by the Wilbraham Board of Health and as amended from time to time.

B. To amend Section 3.4.5 by inserting a new section 3.4.5.13 into the Table of Use Regulations to read as follows:

By-Law Number	Land Use Classification	R-15	R-26	R-34	R-40	R-60	RMD	NO	NS	ACF	GB	IPG
3.4.5.13	Body Art Establishment	N	N	N	N	N	N	N	N	N	ZBA	ZBA

ARTICLE 24. Zoning By-Law Amendment - Rezoning 7-8-9 Red Bridge Road: Planning Board Recommends. Requiring a 2/3rd vote, declared passed by 2/3rds by the Moderator that the Town amend the Wilbraham Zoning By-Law by rezoning from Industrial-Professional Office Park-General Business (I-POP-G.B.) to Residential-60 (R-60) a parcel of land containing approximately 16.2 acres including all or a portion of land located at 7, 8 and 9 Red Bridge Road, as more particularly described on a plan on file with the Town Clerk entitled "Article 24 Exhibit A".

ARTICLE 25. Zoning By-Law Amendment - Rezoning 360-380 Main Street: Planning Board Recommends. Requiring a 2/3rd vote, declared passed by 2/3rds by the Moderator that the Town amend the Wilbraham Zoning By-Law by rezoning from Residential-26 (R-26) to Neighborhood Office (N.O.) a parcel of land containing approximately 92,488 square feet located at 360 & 380 Main Street, as more particularly described on a plan on file with the Town Clerk entitled "Article 25, Exhibit A".

ARTICLE 26. Zoning By-Law Amendment - Woodland Dell Fire Station Property Rezoning: Planning Board Recommends. Requiring a 2/3rd vote, failing to pass (y-152, n-83) by 2/3rds that the Town amend the Wilbraham Zoning By-Law by rezoning from Residential-40 (R-40) to Neighborhood Office (N.O.) a parcel of land containing approximately 22,000 square feet located at 6 Woodland Dell Road, as more particularly described on a plan on file with the Town Clerk entitled "Article 26, Exhibit A".

ARTICLE 27. Zoning By-Law Amendment - Police Station Property Rezoning: Planning Board Recommends. Requiring a 2/3rd vote, declared failed by the Moderator that the Town amend the Wilbraham Zoning By-Law by rezoning from Residential-26 (R-26) to General Business (G.B.) a parcel of land containing approximately 32,683 square feet located at 16 Main Street, as more particularly described on a plan on file with the Town Clerk entitled "Article 27, Exhibit A".

ARTICLE 28. Hearing Reports: (Consent Agenda) Passing by a majority vote that the Town accept the reports of all officers and committees as printed in the Annual Town Report.

ARTICLE 29. Compensation for Elected Town Officials: Finance Committee Recommends. Passing by a majority vote (3 opposed) that the Town fixes the compensation for all elected Town Officers for the fiscal year beginning July l, 2002 and ending June 30, 2003.

RECOMMENDED that the compensation for elected Town Officers for fiscal year July 1, 2002 to June 30, 2003, be fixed as follows: Assessors, Chairman, $2,771, Members, $2,511 each, per year; Town Clerk, $42,623 per year (all fees revert to the Town treasury); Moderator, $200 Annual Town Meeting, $50 Special Town Meeting; Selectmen, $3,688 per year, Chairman $4,304 per year; Tree Warden, $7,354 per year; Water Commissioners, $150 per year; Cemetery Commissioners, no salary; Library Trustees, no salary; Planning Board Members, no salary; Poundkeeper, Field Drivers, Weighers of Grain, Surveyors of Lumber, Measurers of Wood and Charcoal (all Town officers elected other than by official ballot), fees only, fixed by General Laws.

ARTICLE 30. Chapter 90 Appropriation: (Consent Agenda) Finance Committee Recommends. Passing by a majority vote that the Town appropriate from available funds $130,179 under Chapter 53 of the Acts of 1999 and apportioned under the provisions of Section 34(2)(a) of Chapter 90 the Massachusetts General Laws.

ARTICLE 31. Council on Aging Revolving Fund: (Consent Agenda) Finance Committee Recommends. Passing by a majority vote that the Town reauthorize a revolving fund under the Council on Aging and transfer the balance from the FY 2002 revolving fund to the FY 2003 revolving fund in accordance with Section 53 E½ of Chapter 44 of the Massachusetts General Laws. Receipts shall be credited into said fund from the following sources: (1) Donations from individuals, organizations and events. (2) Allowance from the Senior Network. (3) Memorial donations. (4) Fees for classes, trips and programs. Expenditures authorized by the Director of Elder Affairs, not exceeding a total of $10,000 in FY 2003, may be made for the following purposes: (1) Payment of costs connected with programs and events. (2) Repair and maintenance of equipment and furnishings. (3) Purchase of memorials and volunteer recognition. (4) Fees for instructors and classes. The balance in the revolving fund shall not exceed $10,000.

ARTICLE 32. Compost Bin Revolving Fund: (Consent Agenda) Finance Committee Recommends. Passing by a majority vote that the Town reauthorize a revolving Home Composting Bin Account in accordance with Section 53 E½ of Chapter 44 of the Massachusetts General Laws in order to place revenue collected from the sale of compost bins which shall be used to purchase additional compost bins, and transfer the balance of the FY 2002 revolving fund to the FY 2003 revolving fund. Expenditures authorized by the Recycling Coordinator, not exceeding a total of $5,000 in FY 2003, may be made for the purchase of additional composting bins for resale to town residents. The balance in the revolving account shall not exceed $5,000.

ARTICLE 33. Cemetery Revolving Fund: (Consent Agenda) Finance Committee Recommends. Passing by a majority vote that the Town reauthorize a revolving Cemetery Account in accordance with Section 53 E½ of Chapter 44 of the Massachusetts General Laws in order to place revenue collected from the sale of boundary markers, foundations, numbered lot markers, and for opening and closing graves, which shall be used to purchase boundary markers, foundations, numbered lot markers, and to open and close graves, and transfer the balance from the FY 2002 revolving fund to the FY 2003 revolving fund. Expenditures authorized by the Cemetery commission, not exceeding a total of $20,000 in FY 2003, may be made to purchase boundary markers, foundations, numbered lot markers, and to open and close graves. The

balance in the revolving account shall not exceed $20,000.

ARTICLE 34. Historic District: Requiring a 2/3rd vote, failing to pass by 2/3rds vote (y-94, n-115) that the Town amend Article VI of the Town By-Laws, "Regulation of Public Conduct," by adding Section 628, "Local Historic District," as on file with the Town Clerk as "Article 34, Exhibit A."

An amendment was presented and placed on file with the Town Clerk. A motion was made and seconded to amend the main motion as worded in the amendment. This motion passed by a majority vote. The vote on the amended main motion failed to pass by the required 2/3rd vote.

ARTICLE 35. Unreasonable Noise: Passing by a majority vote (y-149, n-63) that the Town amends Article VI of the Town By-Laws, "Regulation of Public Conduct," by adding Section 630, "Unreasonable Noise," as amended and on file with the Town Clerk as "Article 35, Exhibit A."

ARTICLE 36. Change Bylaws to Permit Automatic Amusement Devices: Passing by a majority vote (y-78, n-68) that the Town amend Section 627, Regulation of Automatic Amusement Devices, of the By-laws of the Town of Wilbraham as follows:

1. Section 627 (f) is hereby redesignated as Section 627(g).

2. A new Section 627 (f) is hereby added to the By-laws, as follows:

   "(f) Notwithstanding anything contained herein to the contrary, the limitation upon the maximum number of automatic amusement devices allowed on any single business premises of six set forth in Subparagraph (b) above shall not be applicable to the operation of a business that constitutes public recreation operated as a business, including facilities for assembly, billiards, bowling, soccer, roller skating and similar activities, provided that the following conditions are satisfied as determined by the Planning Board:

   1. The operation of automatic amusement devices shall be accessory to the principal use of public recreation operated as a business; and

   2. More than six amusement devices shall only be operated within the business premises that have as their principal use public recreation operated as a business in conjunction with and as accessory to the public recreation activities carried out within any such business premises.

   Upon receipt by the Board of Selectmen of a certification from the Planning Board that an establishment satisfies both of the foregoing conditions and constitutes public recreation operated as a business where the operation of automatic amusement device is accessory to such principal use, the Board of Selectmen shall be entitled to issue a license permitting the operation of more than six automatic amusement devices at the business premises where public recreation operated as a business constitutes the principal use, with no limitation imposed upon the number of automatic amusement devices that may

be permitted by the Board of Selectmen pursuant to any such license. Nothing contained in this Subparagraph (f) shall modify or otherwise affect the prohibition set forth in Subparagraph (a) that no license shall be granted for any automatic amusement device which presents a risk of misuse as a gaming device and no person shall operate or allow the operation of an automatic amusement device which presents a risk of misuse as a gaming device."

This article was discussed in great length by Counsel for the Petitioner and Town Counsel. Town Counsel Michael T. Hassett spoke against the petitioned article because it would cause conflict between the town by-laws and zoning by-laws. Counsel for the Petitioner disagreed with this.

After Article 36 a motion was made and seconded to continue the annual town meeting Tuesday, May 7th, beginning at 7:00PM. Motion carried by unanimous vote at 12:17AM.

Part Two: Annual Town Meeting, May 7, 2002

Attendance	Precinct A:	25
	Precinct B:	70
	Precinct C:	39
	Precinct D:	36
	Total -	170

At 7:00PM, noting a quorum was present; the Moderator called the meeting to order and reminded all in attendance that this was a continuance of the Annual Town Meeting, which began on May 6th, 2002. He then thanked Antonio Pagan, the Town's MIS person, for all of his help with displaying articles on the overhead viewer.

ARTICLE 37. Discharge of Firearms: Failing to pass (y-76, n-87) by a majority that the Town amends Section 600 of the General By-Laws of the Town of Wilbraham by:

1. Deleting the words "or discharge a firearm" from the second sentence of section 600; and
2. Replacing the period at the end of the second sentence of section 600 with the following ",provided that no hunting shall be permitted on any private property in a Single Dwelling Residence District unless such property is at least 15 acres in size.", and
3. Adding the following language as a new paragraph after the last paragraph of said section 600:

"Except as provided above, no personal shall discharge any firearms within any Single Dwelling Residence District in town. For the purposes of this section, 'firearms' includes any pistol, rifle, shotgun or handgun used the propulsion of shot, bullets, shell or ball by the use of gunpowder."

An amendment was received from the Petitioners of this article and placed on file with the Town Clerk. After a lengthy discussion about the article, a motion was made and seconded concerning the amendment to the original article. This motion passed by a majority vote. The vote on the amended main motion (1st count) failed to pass by a majority (y-78, n-84). Seven voters requested a recount, which was completed and showed that the amended main motion still failed to pass by a majority (y-76, no-87).

ARTICLE 38. Authorization to Dispose of Municipal Property: Requiring a 2/3rd vote, declared passed by 2/3rds by the Moderator that the Town authorize the Board of Selectmen to dispose of the house and enough land to constitute a legal building lot in conformity with the Zoning By-Law of the Town of Wilbraham, located at 143 Crane Hill Road at such time as the board declares said property as surplus, **with the proceeds to be used to defray the cost of a combined police/fire public safety complex.**

The main motion was amended on the floor, which deleted the section in **bold print** from the original motion. The vote on the amendment passed by a majority vote. The Moderator declared the vote on the amended main motion passed by 2/3rds.

ARTICLE 39. Authorization to Dispose of Surplus Equipment: (Consent Agenda) Finance Committee Recommends. Passing by a majority vote that the Town authorize and empower the Board of Selectmen on behalf of the Town to sell, transfer, or otherwise dispose of damaged, obsolete, or unneeded tangible personal property or equipment owned by the Town.

ARTICLE 40. Authorization to Enter Into Lease/Purchase Agreements: (Consent Agenda) Finance Committee Recommends. Passing by a majority vote that the Town authorizes the Board of Selectmen to make contracts for the lease, with option to purchase, of various municipal equipment, subject to annual appropriation, if in the opinion of the Board it is in the best interests of the Town. The Board of Selectmen shall identify within its budget submission to the Finance Committee, any contract for the lease with an option to purchase.

ARTICLE 41. Acceptance of Deeds: (Consent Agenda) Passing by a majority vote that the Town accept such deeds of land to the Town recorded at the Hampden County Registry of Deeds or the Hampden County Land Registration Office since the date of the last Annual Town Meeting as filed by the Board of Selectmen with the Town Clerk as "Article 41, Exhibit A."

ARTICLE 42. Inter-municipal Agreement on Ambulance Service: Finance Committee Recommends. Requiring a 2/3rd vote, declared passed by 2/3rds by the Moderator that the Town authorize the Board of Selectmen to enter into an inter-municipal agreement with the Towns of East Longmeadow, Hampden and Longmeadow providing for temporary emergency ambulance service following the withdrawal of private service from the Towns of East Longmeadow and Hampden.

Two amendments were proposed by Mr. Lovejoy and placed on file with the Town Clerk. These amendments to the main motion failed to pass.

ARTICLE 43. Inter-municipal Agreement on Household Hazardous Waste Disposal: Requiring a 2/3rd vote, passing by a unanimous vote that the Town approve an inter-municipal agreement with the City of Springfield providing for the storage and disposal of household hazardous waste, said agreement on file with the Town Clerk as "Article 43, Exhibit A."

ARTICLE 44. Public Safety Complex: A motion to "**move no action**" passed by unanimous vote.

ARTICLE 45. Adjournment of Annual Town Meeting: Passing by unanimous vote that the Town adjourn the Annual Town Meeting until 8:30 A.M., Saturday, May 11, 2002, at the Wilbraham Community Center, Precinct A; Stony Hill School, Precinct B; Memorial School, Precinct C; or Soule Road School, Precinct D; when the Annual Town Election will be held, polls closing at 6:30 P.M., and to further adjourn the Annual Town Meeting until 7:00 P.M. on Monday, June 10, at Minnechaug Regional High School, at which time final action will be taken on Articles 11, 12 and 13. Meeting adjourned at 9:50PM.

Part Three: Annual Town Meeting, June 10, 2002

Attendance	Precinct A:	35
	Precinct B:	40
	Precinct C:	68
	Precinct D:	81
	Total -	224

The following three (3) articles (11,12,13) were all voted at the continuation of the Annual Town Meeting held on June 10th, 2002.

ARTICLE 11. Budget Appropriations: Finance Committee Recommends. Passing, as amended, by a majority vote that the Town accept the report of the Finance Committee and to appropriate the sum of $24,318,373 to cover the necessary capital expenditures and operating expenses of the Town for Fiscal Year 2003 (July 1, 2002 to June 30, 2003) per appropriations listed separately and incorporate herein by reference, and to provide said appropriations as follows:

Transfer	from:	Water Receipts	$1,100,499
	to:	Water Enterprise Fund	
	from:	Solid Waste Receipts	$ 354,325
	to:	Solid Waste Enterprise Fund	
	from:	Sewer Receipts	$ 464,251
	to:	Sewer Enterprise Fund	
	from:	Offset Receipts	$ 21,000
	to:	Dog Officer Expenses	

Amount of Certified Free Cash Required for FY 2002 Municipal Appropriations: $122,183

The amendment came about from the Board of Assessors certified overlay surplus funding at a level $7,000 higher than the estimate used in preparing the FY 2003 budget. This $7,000 was applied to Budget 194, Group Health Insurance. This $7,000 increased budget 194 from $634,637 to $641,637.

ARTICLE 12. Stabilization Fund: Finance Committee Does Not Recommend. Requiring a 2/3rd vote, passing by a declared 2/3rd vote by the Moderator, that the Town appropriate $296,987 from the Stabilization Fund to partially fund the FY 2003 Hampden-Wilbraham Regional School District assessment pursuant to MGL Chapter 40, Section 5B. (Approximately 5 or so opposed.)

ARTICLE 13. Appropriation Contingent on Levy Limit Override: Finance Committee

Recommends. Passing, as amended, that the Town appropriate $512,237 from real estate and personal property taxes for the purpose of funding a portion of the Hampden-Wilbraham Regional School assessment contingent on passage of a levy limit override as provided in Section 21C(g) of Chapter 59 of the Massachusetts General Laws.(See next page for reason)

The amendment came about from the Hampden-Wilbraham Regional School District's change in request from $664,804 to $512,237 due to their being able to use surplus funds from FY 2002, adjusting workers compensation costs, and cutting professional development funding.

ATTEST: *Beverly J. Litchfield,* CMC
Town Clerk

Town Bulletin

September 19, 2002

Boston, Massachusetts

The foregoing amendments to the town by-laws adopted under Articles 8, 18, 19,20, 21, 22, 23, 24, 25, 35, and 36 of the warrant for the Wilbraham town meeting that convened on May 6, 2002, and the maps pertaining to Articles 18, 24, and 25 are hereby approved.

Thomas F. Reilly
Attorney General

September 18, 2002

Kelli E. Lawrence
Assistant Attorney General

Special Town Meeting, May 6, 2002

Attendance	Precinct A:	45
	Precinct B:	73
	Precinct C:	80
	Precinct D:	71
	Total –	269

In accordance with the warrant, as posted, the inhabitants of the Town of Wilbraham, qualified to vote in Town affairs, met in Minnechaug Regional High School. At 7:25PM the Moderator, Arthur F. Dionne, noted a quorum was present and called the meeting to order. Town Clerk Beverly J. Litchfield then read the call of the meeting.

ARTICLE l. –Parliamentary Procedure: Finance Committee Recommends. Passing by a unanimous vote that the Town adopt special parliamentary procedures for the purpose of implementing the provisions of Chapter 580 of the Acts of 1980 (Proposition 2½) as amended, and as set forth in a document entitled "Article 1, Exhibit A," on file with the Town Clerk.

ARTICLE 2. –Funding Transfers: Finance Committee Recommend. Pursuant to Section 33B of Chapter 44 of the Massachusetts General Laws, passing by unanimous vote that the Town transfer the sums of:

- $20,060 from previously appropriated but unexpended funds in the FY 2002 Budget 220, Police Salaries to the FY 2002 Budgets 134, Accounting Expenses ($1,000), 220, Police Expenses ($5,210), 199, Town Office Expenses ($3,284), 292, Dog Officer Expenses ($500), 610, Library Expenses ($3,225) and 194, Group Health Insurance ($6,841);
- $18,128 from previously appropriated but unexpended funds in the FY 2002 Budgets 134, Accounting Salaries ($200), 240, Dispatch Salaries ($4,200), 251, Inspector Salaries ($3,728), 541, Council on Aging Salaries ($3,000), 520, Recreation Salaries ($2,000) and 700, Long Term Debt ($5,000) to the FY 2002 Budgets 194, Group Health Insurance ($14,659) and 420, Highway Expenses ($3,469); and
- $63,815 from previously appropriated but unexpended funds in the FY 2002 Budget 131, Reserve Fund to the FY 2002 Budget 420, Highway Expenses.

ARTICLE 3. –Receipts Reserved for Appropriation for Ambulance: Finance Committee Recommends. Passing by unanimous vote that the Town appropriate $15,000 from Receipts Reserved for Appropriation for Ambulance to Ambulance personal services and operating costs, pursuant to Section 5 of Chapter 40 of the Massachusetts General Laws.

The motion to dissolve the Special Town Meeting passed by unanimous vote at 7:32PM.

ATTEST: *Beverly J. Litchfield*, CMC
Town Clerk

Annual Town Election, May 11, 2002

		Voted by precinct	Total registered
Total Registered Voters	8612	Precinct A = 464	2108
Total Vote Cast	1865	Precinct B = 373	2198
Percent voted	22%	Precinct C = 469	2092
		Precinct D = 559	2214

SELECTMAN – 3 YRS.

James E. Thompson	D	1445*

ASSESSOR – 3 YRS

Dorothy A. Gates	D	637
John M. Wesolowski	R	1136*

ASSESSOR – 1 YR.

W. Rose Chapman	D	843
Lawrence G. LaBarbera	U	911*

REG. SCHOOL COMMITTEE – 3 YRS.

Peter T. Salerno	R	1071*
Joseph M. Boyle	R	828
Natalie T. Pedace	D	1048*

CEMETERY COMMISSIONER – 3 YRS

Donna L. Fountain	R	1425*

WATER COMMISSIONER – 3 YRS

Albert E. Kirk	R	1412*

LIBRARY TRUSTEE – 3 YRS

Coralie M. Gray	R	1301*
Llewellyn S. Merrick	R	1255*

PLANNING BOARD – 5 YRS

Laurie Ely-Bongiorni	D	1316*

WILB. HOUSING AUTH. –5 YRS
William D. Crocker, Jr. R 1372*

Question: shall the town accept Sections 3 to 7, inclusive of Chapter 44B of the MGL, as approved by Special Town Meeting, a summary of which appears below?

Special Town Meeting voted on October 15, 2001 to accept the Community Preservation Act, which establishes a special Community Preservation Fund that may be appropriated and spent for certain open space, historic resources and affordable housing purposes, to approve a property surcharge that shall be in the amount of three per cent of the taxes assessed annually on real property and shall be dedicated to the fund, such surcharge to be imposed on taxes assessed for fiscal years beginning on or after July 1, 2002, and to exempt from the surcharge property owned and occupied as a domicile by a person who would qualify for low income housing or low or moderate income senior housing in the community and $100,000 of the assessed valuation of Class One, Residential, parcels.

YES ----- 581 NO ----- 1138*

* Denotes Winner

ATTEST: *Beverly J. Litchfield*, CMC
Town Clerk

Special Town Election July 30, 2002

		Voted by precinct	Total registered
Total Registered Voters	8708	Precinct A = 694	2145
Total Vote Cast	2732	Precinct B = 697	2213
Percent voted	31%	Precinct C = 654	2114
		Precinct D = 687	2236

Ballot Question: Shall the Town of Wilbraham be allowed to assess an additional $512,237 in real estate and personal property taxes for the purpose of funding a portion of the operating budget of the Hampden-Wilbraham Regional School District for the fiscal year beginning July 1, 2002?

YES ------- 1019 NO -------- 1709*

* denotes winner

ATTEST: *Beverly J. Litchfield*, CMC
Town Clerk

State Primary Election, September 17, 2002

		Voted by precinct	Total registered
Total Registered Voters	8762	Precinct A = 601	
Total Vote Cast	2382	Precinct B = 564	
Percent voted	27%	Precinct C = 509	
		Precinct D = 708	

DEMOCRATIC BALLOT

Voted by Precinct
Precinct A – 383
Precinct B – 301
Precinct C – 244
Precinct D –390
Total – 1318

SEN. IN CONGRESS	TOTAL
John F. Kerry	1059
Write Ins	2

GOVERNOR	
Thomas F. Birmingham	270
Steve Grossman	6
Shannon P. O'Brien	515
Robert B. Reich	285
Warren E. Tolman	220
Write Ins	1

LIEUTENANT GOVERNOR	
Christopher F. Gabrieli	669
Lois G. Pines	228
John P. Slattery	237
Write Ins	4

ATTORNEY GENERAL	
Thomas F. Reilly	989

SECRETARY OF STATE	
William Francis Galvin	941

TREASURER	
Michael P. Cahill	276
Timothy P. Cahill	353
Stephen J. Murphy	177
James W. Segel	233

AUDITOR	
A. Joseph DeNucci	884
Write Ins	2

REPRESENTATIVE IN CONGRESS	
Richard E. Neal	1015
Write Ins	2

COUNCILLOR	
Edward M. O'Brien	730
Aaron W. Wilson	409

SENATOR IN GENERAL COURT	
Write Ins	11

REPRESENTATIVE IN GEN. COURT	
Gale D. Candaras	982
Write Ins	4

DISTRICT ATTORNEY	
William M. Bennett	1049

REGISTER OF PROBATE	
Thomas P. Moriarty, Jr.	1015
Write Ins	1

REPUBLICAN BALLOT

Voted by Precinct
Precinct A – 213
Precinct B – 261
Precinct C – 263
Precinct D – 317
Total 1054

SEN. IN CONGRESS	TOTAL
Write Ins	16

GOVERNOR	
Mitt Romney	978
Write Ins	3

LIEUTENANT GOVERNOR	
Kerry Murphy Healey	709
Jim Rappaport	329

ATTORNEY GENERAL	
Write Ins	3

SECRETARY OF STATE	
Jack E. Robinson, III	616

TREASURER	
Daniel A. Grabauskas	510
Bruce A. Herzfelder	387
Write Ins	1

AUDITOR	
Write Ins	5

REPRESENTATIVE IN CONGRESS	
Write Ins	5

COUNCILLOR	
Write Ins	3

SENATOR IN GENERAL COURT	
Brian P. Lees	914
Write Ins	1

REPRESENTATIVE IN GEN. COURT	
Bob Collamore	362
Christopher R. Leisey	608
Write Ins	2

DISTRICT ATTORNEY	
Write Ins	2

REGISTER OF PROBATE	
Write Ins	2

LIBERTARIAN BALLOT

Voted by Precinct
Precinct A – 3
Precinct B – 1
Precinct C – 1
Precinct D – 0
Total 5

SEN. IN CONGRESS	TOTAL
Michael E. Cloud	3

GOVERNOR	
Carla A. Howell	5

LIEUTENANT GOVERNOR	
Richard Aucoin	4

ATTORNEY GENERAL
None

SECRETARY OF STATE
None

TREASURER
None

AUDITOR	
Kamal Jain	2

REPRESENTATIVE IN CONGRESS
None

COUNCILLOR
None

SENATOR IN GENERAL COURT
Write Ins 1

REPRESENATIVE IN GEN. COURT
None

DISTRICT ATTORNEY
None

REGISTER OF PROBATE
None

LIEUTENANT GOVERNOR
Anthony F. Lorenzen 2

ATTORNEY GENERAL
None

SECRETARY OF STATE
None

TREASURER
James O'Keefe 4

AUDITOR
None

REPRESENTATIVE IN CONGRESS
None

COUNCILLOR
None

SENATOR IN GENERAL COURT
Write Ins 1

REPRESENTATIVE IN GEN. COURT
Write Ins 1

DISTRICT ATTORNEY
Write Ins 1

REGISTER OF PROBATE
None

MASSACHUSETTS GREEN BALLOT

Voted by Precinct
Precinct A – 2
Precinct B – 1
Precinct C – 1
Precinct D – 1
Total 5

SEN. IN CONGRESS **TOTAL**
None

GOVERNOR
Jill E. Stein 2
Write Ins 1

ATTEST: *Beverly J. Litchfield*, CMC
Town Clerk

State Election, November 5, 2002

		Voted by precinct	Total registered
Total Registered Voters	8874	Precinct A =	2187
Total Vote Cast	6173	Precinct B =	2254
Percent voted	70%	Precinct C =	2165
		Precinct D =	2268

SENATOR IN CONGRESS

John F. Kerry	4206
Michael E. Cloud	1093
Write-ins	24

GOVERNOR/LT. GOVERNOR

Howell/Aucoin	40
O'Brien/Gabriele	2073
Romney/Healy	3854
Stein/Lorenzen	86
Johnson/Schebel	34
Write-ins	8

ATTORNEY GENERAL

Thomas F. Reilly	4229
Write-ins	9

SECRETARY OF STATE

William Francis Galvin	3355
Jack E. Robinson III	2261
Write-ins	2

TREASURER

Timothy P. Cahill	2321
Daniel A. Grabauskas	3038
James O'Keefe	337
Write-ins	1

AUDITOR

A. Joseph DeNucci	3858
Kamal Jain	304
John James Xenakis	921
Write-ins	2

REP. IN CONGRESS

Richard E. Neal	4414
Write-ins	28

COUNCILLOR

Edward M. O'Brien	3749
Write-ins	18

SENATOR IN GEN. COURT

Brian P. Lees	5152
Write-ins	9

REP. IN GENERAL COURT

Gale D. Candaras	3790
Bob Collamore	2111
Write-ins	2

DISTRICT ATTORNEY

William M. Bennett	4661
Write-ins	8

REGISTER OF PROBATE

Thomas P. Moriarty	4385
Write-ins	6

QUESTION 1(Eliminate Income Tax)

YES	2601
NO	2742

QUESTION 2(English taught in Public Schools)

YES	4616
NO	1275

QUESTION 3(Taxpayer monies used for Political Campaigns)

YES	1388
NO	4423

QUESTION 4(Instruct State Rep. To vote to fully implement Clean Election Laws)

YES	3200
NO	2260

Attest: *Beverly J. Litchfield*, CMC
Town Clerk

Statement of Receipts and Disbursements

July 1, 2000 to June 30, 2001

RECEIPTS			
FY 02 Dog Licenses			
738	Neutered males @ $10	$ 7,380.00	
127	Males @$20	$ 2,540.00	
87	Females @$20	$ 1,740.00	
931	Spayed females @ $10	$ 9,310.00	
5	License transfer	$ 1.25	
	Sub-total dog licensing	**$20,971.25**	
FY 02 Dog Fines and Fees			
23	Stray dog fines @ $10	$ 270.00	
1	Late dog fines @ $6	$ 96.00	
236	Late dog fines @10	$ 2,360.00	
35	Boarding fees @ $6	$ 210.00	
3	Dog quarantines @ $5	$ 15.00	
9	Non-criminal tickets	$ 275.00	
	Sub-total dog fines and fees	**$ 3,096.00**	
	Sub-total dog licensing		**$24,067.25**
FY 02 Fisheries and Wildlife Licenses			
228	Resident Citizen Fishing @ $22.50	$5,130.00	
21	Resident Citizen Fishing (minor) @ $6.50	$ 136.50	
21	Resident Citizen Fishing (65-69) @ $11.25	$ 236.50	
53	Resident Citizen Fishing (paraplegic) FREE	FREE	
7	Non-resident Fishing @ $32.50	$ 227.50	
3	Non-resident Fishing (3-day) @ $18.50	$ 55.50	
2	Resident Citizen Fishing (3-day) @ $7.50	$ 15.00	
4	Duplicate Fishing @ $2.50	$ 10.00	
70	Resident Citizen Hunting @ $22.50	$1,575.00	
	Resident Citizen Hunting (65-69) @ $11.25	$ 0	
3	Resident Hunting (paraplegic) FREE	FREE	
	Resident Alien Hunting @ $22.50	$ 0	
1	Non-resident Hunting (big game) @ $94.50	$ 94.50	
7	Resident Citizen Hunting (minor) @ $6.50	$ 45.50	
125	Resident Citizen Sport @ $40.00	$5,000.00	
12	Resident Citizen Sport (65-69) @ $20.00	$ 240.00	
90	Resident Citizen Sport (70 and over) FREE	FREE	
2	Duplicate Hunting @ $2.50	$ 5.00	
2	Duplicate Sport @ $2.50	$ 5.00	
129	Archery Stamps @ $5.10	$ 657.990	
32	Waterfowl Stamps @ $5.00	$ 160.00	
88	Primitive Firearms Stamps @ $5.10	$ 448.80	
478	Wildlife Cons. Stamps (resident)@ $5.00	$2,390.00	
11	Wildlife Cons. Stamps (non-res.) @ $5.00	$ 55.00	
	Sub-total Fisheries and Wildlife revenue		**$16,487.45**
FY 02 Marriage Licenses			
79	Licenses @ $20.00	$1,580.00	
	Sub-total marriage licenses		**$1,580.00**

FY 02 Miscellaneous Clerk's Fees			
10	Financial recordings	$2,270.00	
1599	Copies of records	$ 100.00	
563	Miscellaneous	$ 6,529.05	
10	Pole locations	$ 394.69	
80	Business certificates	$1,540.00	
8	Raffle permits	$ 160.00	
14	Gas storage permits	$ 490.00	
6	Cemetery books	$ 5.00	
497	Handling fees (Fisheries and Wildlife)	$ 497.00	
481	Passports	$7,215.00	
	Interest – Bay Bank	$ 29.15	
1	Miscellaneous bank charges	$ 4.00	
	Sub-total miscellaneous receipts		**$17,403.89**
		TOTAL ALL RECEIPTS	**$59,538.59**

DISBURSEMENTS			
Town Treasurer: FY 02 Dog Account			
1888	Dog licenses	$20,971.25	
298	Fines and fees	$ 2,821.00	
8	Non-criminal tickets	$ 275.00	
	Sub-total dog fund		**$24,067.25**
FY 02 Division of Fisheries and Wildlife			
1389	Licenses and stamps	16,209.25	
	Sub-total Fisheries and Wildlife		**$16,209.25**
Town Treasurer: FY 02 Clerk's Fees			
1389	F&W licenses and stamps	$ 278.20	
79	Marriage licenses	$ 1,580.00	
210	Financial recordings	$ 100.00	
1599	Copies of records	$ 6,529.05	
563	Miscellaneous	$ 394.69	
10	Pole locations	$ 440.00	
80	Business certificates	$ 1,540.00	
8	Raffle permits	$ 160.00	
14	Gas storage permits	$ 490.00	
6	Cemetery books	$ 5.00	
497	Handling fees (F&W)	$ 497.00	
481	Passports	$ 7,215.00	
	Interest – Bay Bank	$ 29.15	
1	Misc. bank charges	$ 4.00	
	Sub-total clerk's fees		**$19,262.09**
		TOTAL ALL DISBURSEMENTS	**$59,538.59**

ATTEST: *Beverly J. Litchfield*, CMC
Town Clerk

Active Voter Registration by Precinct

As of December 31, 2002

Precinct	Republican	Democrat	Unenrolled	Libertarian	Interdependent 3rd	Natural Law	Reform	Green	Total
A	439	791	930	8	0	0	0	2	2170
B	578	616	1022	9	0	0	0	2	2227
C	574	540	1001	9	0	0	1	3	2128
D	586	632	1013	4	0	1	1	2	2239
Total	**2177**	**2579**	**3966**	**30**	**0**	**1**	**2**	**9**	**8764**

Vital Statistics

	2000	2001	2002
BIRTHS – Males	51	45	39
Females	56	67	44
Total	**107**	**112**	**83 ***

MARRIAGES -Total	**85**	**73**	**72**

DEATHS - Males	97	83	78
Females	126	113	141
Total	**223**	**196**	**219 ***

*as of 12/18/2002

ATTEST: *Beverly J. Litchfield*, CMC
Town Clerk

BOARD OF SELECTMEN

During the past few years one of the major focus areas of the Selectmen's Annual Reports has been planning for the future needs of the town. But the continued downturn in the economy and the rapid loss of state revenues forces us to turn our attention to just getting through the current and upcoming fiscal years. These development and our heavy dependence on residential property taxes require us to be extremely careful in establishing spending priorities and planning for the future. We need to be sensitive to the property owners and the tax burden on Wilbraham households. At the same time the pressing need for improvements to the community's services and infrastructure persist and grow.

It is imperative that we inform the residents what projects and proposals are under consideration for the coming years, and have some idea of when they might be asked to vote on them at Town Meeting or on an election ballot. Although recent events certainly tell us that plans can and do change, we must not abandon planning efforts.

The Selectmen, in consultation with other town committees and officials, continue to believe that we must plan to:

- Keep the Hampden-Wilbraham Regional School District on a sound financial footing that allows our school system to provide the programs, adequate staff and bring about improvements identified by the Regional School Committee that are needed to have our schools be the best they can be.

- Move forward in the planning and eventually the construction of a new public safety facility for fire and police that replace our antiquated stations and facilities.

- Renovate and expand the public library so that it can meet the demands of a growing number of patrons and respond to changes in technology.

- Preserve open space to maintain the community's character and its attractiveness as a desirable place to live, grow a family, enjoy one's senior years and that creates a sense of pride and well being.

During 2002, we attempted to map out a strategy to move these efforts forward while keeping the property tax burden at reasonable levels. We knew we could not do everything at once. We also knew that we needed to explore funding options other than just raising taxes. We tried to set out a game plan that addressed all our major concerns.

Unfortunately, the economic downturn accelerated as the year wore on. The town lost almost $400,000 in annual state aid from FY 2001 to FY 2003, and the town and regional school district both face significant aid cuts in FY 2004, which begins July 1, 2003. The town government implemented a hiring freeze in January of 2002 and a general spending freeze in January of 2003. The hiring freeze has impacted the Police, Fire, Public Works and Library Departments and the Treasurer-Collector's Office.

The town and regional school district face serious financial problems in FY 2004, with rising fixed costs such as health insurance, pensions and utilities combining with reduced state aid to undermine our ability to maintain basic services and programs. We recognized the need to revise our approach to each major area of concern.

School Funding

School advocates voice alarm over the level of financial support available to the Hampden-Wilbraham Regional School District. The two member towns have limited commercial tax bases and the state education aid formula favors urban school districts. As a result, there is a genuine concern that loss of revenue will result in a lack of programs, staff and adequate materials and facilities, which will do serious harm in educating our students.

During 2002 the Wilbraham Selectmen and Finance Committee asked school officials to develop a long-term plan for school district improvements. We wanted to know specifically what programs and staffing school officials believe are needed and associated cost projections.

The School Committee and Superintendent responded in December of 2002 with a thoughtful set of proposals set out in priority order over a five-year period. While some of aspects of the plan were new, many were to maintain staffing and programs and to restore others cut in recent years.

We hoped to bring a proposal before voters in the spring of 2003 that would support our current educational program and provide for some of the top priority items recommended by school officials. Unfortunately we are not able to pursue this strategy this year. The town has already received significant state aid cuts that limit the growth in our regional school assessment. A long-term plan for putting school funding on a sound footing must be delayed while we work with school officials to support our current educational offerings in the face of significant revenue reductions.

Long-term planning with the school district has been interrupted, but not abandoned. We will continue that effort as soon as we see improvements in the economy and state aid.

Public Safety Facility

We live in an era when demands on local public safety services are growing constantly. While a town like Wilbraham would certainly not be a prime target for international terrorism, we are a part of a state and national homeland protection effort that depends on local police and fire departments as the first line of defense.

This reality was made clear to us in the weeks following the September 11, 2001 tragedy, when officials in Washington directed concerned citizens to call 9-1-1.

If you call 9-1-1 in Wilbraham, you will receive a response from highly trained, dedicated personnel. But the telephone will be answered in an old school building constructed in 1905. Our police and fire stations are too old, too small and rapidly becoming more and more inadequate. Even before service demands accelerated due to September 11, we struggled to fit new equipment and new services, such as ambulance and community policing, into these buildings. Two different citizen commissions concluded that we need a new facility, and recommended that a joint police-fire station would make the best use of limited tax dollars.

Town officials hoped to present a proposal to the community as soon as possible, but did not want to pit public safety against education. After much discussion, we decided to address education first, and hoped to bring a long-term proposal for school funding to the voters in 2003 and present the public safety facility in 2005.

As discussed previously, due to the rapid deterioration of our revenue picture, we cannot move forward with a long-term school funding proposal this year. As a result the timetable for the public safety facility is also uncertain.

Much effort has already been devoted to developing conceptual plans for the public safety building. As has been the case with school planning, those efforts were not wasted. When the economic climate improves we will set new target dates for consideration of this project.

Library Renovation and Expansion

The 2002 Library Annual Report describes a building crowded with patrons, new technology, traditional materials and special activities. Our current library building is attractive and well maintained. The Library Trustees and Staff have worked hard to put every available square foot to the best possible use.

Among communities our size, our library is the busiest in the region. But it was built in 1968; long before the information technology revolution changed the public's demands for library services.

The Library Trustees have undertaken their own strategic planning process, and recommend renovation and expansion of the library building. State funding is available to pay for 25 percent or more of construction costs. Initial design work is underway in order to qualify our library to apply for this aid. However, given the condition of the state budget, it is difficult to predict when this project might go forward. Nevertheless, we commend the Library Trustees and staff for their efforts to make our community eligible for state aid to this important project.

Open Space Preservation

Wilbraham is blessed with several working farms and large parcels of open space. These areas add to the beauty and quality of life in our community.

Unfortunately, as land prices rise and farmers face the challenges of a changing market place for their produce, pressure is building for sale and development.

We believe the town has a vested interest in maintaining open space. While moderate, well-planned residential housing growth is good for the town, rapid growth will give us crowded school and generally does not produce enough real estate tax revenue to pay for education and other municipal service demands.

An opportunity was lost to create local funding and state matching funds to help the town acquire and preserve open space with the defeat of local acceptance of the Community Preservation Act (CPA) in 2002. While the CPA would be an important and effective tool, it is not the only one. During 2002 representatives from various boards and commissions began working together on a comprehensive strategy that we are pursuing today.

Conclusion

During tough economic times, it is easy to forget about the future as we devote our attention to just getting through the next few months. In Wilbraham, we have made a commitment to look to the future. We will continue that commitment, and when the economic climate improves we will be poised to move forward.

Kevin J. Moriarty, Chairman
David W. Barry
James E. Thompson

Public Safety Building Committee

The fourteen-person committee ended its first year of study and began its second year of work in the fall of 2002. One of the key decisions voted by the committee was a recommendation to selectmen that there be a two-year delay in bringing the building proposal before the town voters for consideration and approval. The decision was reached with the support and involvement of the town's Capital Planning Committee and Finance Committee.

In early 2003, after an exhaustive review, the committee formally accepted the final design plans for the building, as submitted by the design architectural firm of Studio One. Also, the committee organized into sub-committees to prepare a comprehensive and detailed description of the project. As the committee continues to meet, a primary task is to inform residents fully about the building project. The goal is to make public all aspects of the undertaking and provide the information needed as the time for a vote on the project approaches.

One sad note to report was the death of a key member of the Public Safety Building Committee, Mary Irla. Mary was the former Town Clerk and highly respected member of the community.

David W. Barry, Chairman

Susan Bunnell
James Burke
John L. Doleva
William J. Fogarty
Ralph Guyer
Mary Irla
Edward T. Rigney
John D. Ross III
Chief Allen M. Stratton
Jeffrey T. Wilcox
Chief Kenneth R. Willette
Marcia B. Zimmer
Alton MacDonald (non-voting)

Personnel Board

The Personnel Board is comprised of five citizens who all have professional experience in some area of the human resource field. It's mission, as communicated by the Board of Selectmen, is to enhance the structure of the town's human resource function and to provide guidance on personnel matters.

The Personnel Board provides recommendations to the Board of Selectmen on specific personnel matters as they arise. In each instance, the board carefully listens to facts, reviews pertinent documentation and makes a number of inquiries to gain a better understanding. Most importantly, we must consider the affect our advice will have on the needs of the town, needs of the employees and relevant contractual provisions. During our meeting discussions, we rely on each member's experience and expertise to come to a consensus before providing our advice to the Board of Selectmen.

During the past year, one of our members, Joan Lyons, term expired and she has relocated outside Wilbraham. We thank Joan for her years of service to the board and to the Ttwn. We welcome a new member, Stacy Szwarckop, to the Personnel Board. Stacy's human resource experience will be a great benefit to our board.

The board has been deeply involved with reviewing the current compensation and classification plan for non-union employees. The town contracted with Bennett Associates Consultants to review the current plan and develop a revised plan for this group of employees. This process has involved the board's review of the consultant's revised plan, meetings to discuss the implementation of this revised plan, and discussions with employees and town officials in order to provide a fair and equitable plan to both employees and to the Ttwn.

We look forward to providing our assistance to the town residents, management, and employees with enthusiasm in the future.

Camie Lamica, Chairperson
Jennifer Bourgeois
Barbara Ralph
Jack Wilson
Stacy Szwarckop

INFORMATION TECHNOLOGY DEPARTMENT

The Information Technology Department exists to improve town services by providing town administration with the best quality of service possible. Information Technology supports every department and committee by providing a reliable network infrastructure and implementing state-of-the-art systems. During year 2002 the IT Department enhanced the existing applications with more efficient processes, upgrading the network equipment to provide a broader bandwidth of services, and developing small applications to assist the staff in several departments. There are several systems from external suppliers or internally developed that are maintained by the IT department.

System	Source	Status
Geographic Information System	External Provider with Support by Consultant	Data development in process internally by Engineering, Assessors and IT Department
Human Resources Database System	External Provider with Support by IT Department	Data maintained by HR staff, customizations and database management by IT Department
Financial Software	External Provider with Support by Software Provider	Data maintained by Accounting, Collector, DPW and Assessors department, first-call support by IT Department

Registration Database System for Recreation Department	Developed and Supported by IT Department	Data maintained by Recreation Department, customizations and database management by IT Department
Local Census, Voters and Street List Database System for Town Clerk's office	Developed and Supported by IT Department	Data maintained by Town Clerk's office, customizations and database management by IT Department
Landfill Billing System	Developed and Supported by IT Department	Data maintained by Recycling office, customizations and database management by IT Department
Town website and email-based applications	Developed and Supported by IT Department	Internet and Hosting Services provided by external contractor, updated by IT Department
Wide Area Network among Municipal Buildings and Regional Schools	Hardware installed and maintained by external contractor	Network Management by IT Department
Local Area Network within several Municipal Buildings	Hardware installed and maintained by external contractor, Designed and Supported by IT Department	Network Management by IT Department

Institutional Network

The IT Department supports the Institutional Network (I-Net), a physical loop using digital cable technology to connect all town dependencies. Thanks to this I-Net the communications among all departments has been enhanced, positively impacting the response time to resident inquiries and throughout all town departments. The following table shows the amount of equipment currently supported by the IT Department.

Equipment	Amount
Workstations	68
Laptops	12
Servers	8
Routers	4
Printers	28

The information technology resources for the Town of Wilbraham consist of a set of considerably updated hardware and software solutions that support the quality of service expected by our residents. During these challenging times, the efficiency of services is very important in order to keep the level of service and productivity, Information Technology is a key component to reach that level of competency. I would like to thank the Board of Selectmen, Finance Committee, Town Administrator, department directors and staff for their support during 2002.

Antonio Pagan, Director
Information Technology Department

TREASURER & COLLECTOR FINANCIAL REPORTS

The Collector / Treasurer's Office is responsible for the financial administration of all municipal funds, including cash flow analysis, all aspects of debt management, collection and reconciliation of receivables and cash, tax titles, payroll, trust funds, performance bonds, preparation of various fiscal reports, and compliance with applicable federal and state laws. The department also oversees the administration of employee benefits in retirement, deferred compensation 457 plan, and the Section 125 cafeteria plan. As Treasurer of the Town of Wilbraham I also serve as the financial advisor to the Capital Planning Committee, forecast local receipts for the budget process, in addition to planning, designing, developing, and implementing new computerized applications for the Treasurer's Office, Collector's Office, Landfill and other various departments.

On October 1, 2002 the town issued General Obligation Bonds for departmental equipment and various remodeling projects in the amount of $1,690,000. I structured the bond issue for a term of seven years. As a result, we were able to take advantage of the current low short-term interest rates. I am pleased to report that Fidelity Capital Markets had the winning bid of a coupon rate of 2.5% the first four years and then a rate of 3% for the remaining three years. They also paid the Town of Wilbraham a premium of $ 24,377.05. The payment of this premium had the effect of reducing our true interest cost to 2.29485% for the loan.

The Treasurer / Collector's Office is always reviewing the procedures we use to accomplish our goals and objectives. In the past we have automated the processing of Municipal Lien Certificates, installed new software so that we can perform the maintenance of our real estate collection files in-house, and print employee W-2's and water and sewer bills on laser printer. This fiscal year the Collector's Office is offering ACH transfers for residents who want to pay their real estate taxes with automatic withdrawals from their checking or saving account. Currently about 100 residents take advantage of this service.

These productivity increases have not only allowed the Collector's Office to save tax dollars by decreasing our costs but these time-saving operations have allowed us to focus our efforts on the collection of unpaid real estate taxes. As a result the Collector's Office needed to place a lien on only two owners' property whose real estate tax bilsl remained unpaid from Fiscal Year 1999.

The goal of the Treasurer / Collector's Office is to perform the duties required by the town in an efficient and courteous manner. This goal requires teamwork to accomplish and would not be possible without the efforts of a great friendly staff. I wish to thank Lynne, Janet, Marna, Dot, and Diane for the work that they do for the town.

Also, I wish to thank the residents of Wilbraham, the Board of Selectmen, the Finance Committee, the Capital Planning Committee and other boards and departments for their continued support and cooperation.

Lastly, if you have any questions about the department or its operations, please feel free to stop by and say "Hi" or call me at 596 - 2812.

Respectfully submitted
Thomas P. Sullivan, CMMC CMMT
Treasurer / Collector

TOWN OF WILBRAHAM
BANK BALANCES AS OF JUNE 30, 2002

BANK OF WESTERN MA	GENERAL	$5,851.37
FLEET BANK	CULTURAL COUNCIL	$3,522.02
FLEET BANK	POLICE	$41,228.64
FLEET BANK	PAYROLL	$195,769.00
FLEET BANK	GENERAL VENDOR	$433,507.61
CHARTER ONE	RECREATION	$60,626.39
MMDT	CONSERVATION	$30,914.15
MMDT	CEMETERY CARE	$43,320.74
MMDT	GENERAL	$20,926.42
MMDT	STABILIZATION	$28,343.61
MMDT	PEAK ROAD FUND	$1,084.20
MMDT	DEACON WARRINER SCH FUND	$732.49
MMDT	CHLOE BLISS STEBBINS FUND	$2,772.00
MMDT	TERCENTARY OBSERVANCE FUND	$1,140.77
MMDT	SCHOOL LOT FUND	$705.40
MMDT	SOLDIERS MONUMENT PK FUND	$5,869.45
MMDT	CRANE PARK MEMORIAL FUND	$57,355.59
PEOPLES SAVING BANK	GENERAL FUND	$1,786,687.97
PEOPLES SAVING BANK	STABILIZATION	$819,661.42
STATE STREET	GOVERNMENT INVESTMENT	$21,204.41
UNIBANK	GENERAL	$260,867.55
TOTAL BANK ACCOUNTS		$3,822,091.20
CERTIFICATE OF DEPOSIT	BANK OF WESTERN MASS	$0.00
TOTAL CASH		$3,822,091.20

TOWN COLLECTOR — JULY 1, 2001 TO JUNE 30, 2002

TAXES:	OUTSTANDING	COMMITTED	REFUNDS	CASH - PAID TREASURER	ABATED & EXP	TRANSFERS	OUTSTANDING
PERSONAL PROPERTY							
1994	$2,825						$2,825
1995	$2,888						$2,888
1996	$3,044						$3,044
1997	$2,838						$2,838
1998	$3,269						$3,269
1999	$3,222						$3,222
2000	$3,087			$46			$3,041
2001	$3,091			$92			$2,999
2002	$185,056	$203,253		$386,360			$1,949
2003		$194,745					$194,745
REAL ESTATE						TAX TITLE	
1990	$616						$616
1991	$8,387						$8,387
1992	$993						$993
1993	$422						$422
1994	$871					$871	($0)
1995	$1,974			$156		$1,818	$0
1996	$2,578			$162		$2,416	$0
1997	$2,643	$3,025		$3,191		$2,477	($0)
1998	$2,433	$962		$1,364		$2,031	$0
1999	$46,847	$1,226		$43,204		$4,796	$72
2000	$99,658	$1,292		$39,307		$5,183	$56,460
2001	$279,524	$2,644	$18,704	$155,790	$12,681	$28,264	$104,138
2002	$8,455,123	$9,405,320	$22,333	$17,541,524	$92,422	$18,070	$230,760
2003	($958)	$8,942,004		$21,104			$8,919,942
2004							$0
PAYMENT IN LIEU OF TAXES - 2000		$2,506		$2,506			$0
MOTOR VEHICLE EXCISE							
PRIOR YEARS	$0						$0
1993	$4,124				$4,124		$0
1994	$5,959				$5,959		$0
1995	$5,319			$408			$4,912
1996	$6,310			$346			$5,964
1997	$10,103			$327			$9,776
1998	$7,773			$854			$6,919
1999	$13,261		$58	$3,379			$9,941
2000	$25,879	$23,790	$580	$34,371	$1,019		$14,858
2001	$163,368	$219,707	$18,071	$352,463	$22,084		$26,599
2002		$1,421,140	$7,855	$1,304,658	$26,455		$97,882
FARM ANIMAL EXCISE							
1998	$28						$28
2000	$32						$32
2001		$430.68		401.65			$29
APPORTIONED SEWER PAID IN ADVANCE	$56	$3,142		$3,149			$49
BETTERMENTS ADDED TO TAXES SEWER							
1999	$63			$63			$0
2000	$145			$1			$144
2001	$1,097			$733		$153	$212
2002		$17,114		$16,538		$29	$548
BETTERMENTS ADDED TO TAXES WATER							
2002		$225		$225			$0

TOWN COLLECTOR — JULY 1, 2001 TO JUNE 30, 2002

TAXES:	OUTSTANDING	COMMITTED	REFUNDS	CASH - PAID TREASURER	ABATED	TRANSFERS	OUTSTANDING
COMMITTED INTEREST SEWER							
PAID IN ADVANCE	$60	$167		$167			$60
1999	$15			$15			$0
2000	$22						$22
2001	$641			$373		$224	$44
2002		$4,867		$4,728		$10	$130
COMMITTED INTEREST WATER							
PAID IN ADVANCE		$0		$0			$0
2002		$135		$135			$0
LIENS ADDED TO TAXES SEWER							
1999	$257			$257			$0
2000	$655			$82			$573
2001	$3,974			$365		$700	$2,909
2002		$6,575		$4,265		$135	$2,175
LIENS ADDED TO TAXES WATER							
1999	$77			$77			$0
2000	$333						$333
2001	$1,307			$757		$259	$290
2002		$302		$56		$28	$218
LANDFILL LIENS							
1999	$256			$256		$0	$0
POLICE FALSE ALARM LIENS							
2000	$38			$13		$0	$26
2002		$350		$325			$25
WATER DEPARTMENT						TRANSFERS	
WATER RATES	$15,804	$1,051,968		$1,047,640	$2,287	$302	$17,542
SEWER DEPARTMENT							
SEF	$5,000	$2,146		$2,146			$5,000
SEWER USE	$32,559	$536,401		$510,723	$17,925	$5,840	$34,472
LANDFILL						TRANSFERS	
2001	$70,790			$275	$70,515		$0
2002	$0	$341,280	$195	$200,350	$13,705		$127,420
ACCOUNTS RECEIVABLE:							
LIQUOR LICENSES	$0	$31,215		$31,215			$0
VETERANS SERVICES	$7,241	$5,302		$4,966	$523		$7,055
							$0
TOTALS	$9,492,977	$22,423,232	$67,796	$21,721,908	$269,697	$73,604	$9,918,796

ITEMS COLLECTED	
INTEREST - TAXES	$69,070
FEES - TAXES, WATER, SEWER, SEWER AVAILABILITY, ETC	$36,864
BAG STICKERS	$7,973
POLICE FALSE ALARMS	$3,425
LANDFILL MISC	$0
MUNICIPAL LIENS	$17,834
TOTAL CASH PAID TO TREASURER	$21,857,074

PAGE ONE — TOWN OF WILBRAHAM — LONG-TERM DEBT SERVICE

DEBT SERVICE SCHEDULE

NAME	PURPOSE	DATE OF ISSUE	PAYING AGENT	RATE	DEBT BREAKDOWN	BALANCE 6/30/2002	FY 2003	FY 2004	FY 2005	FY 2006	FY 2007	BALANCE 6/30/07
WEST COLONIAL RD	SEWER	09/01/91	BAYBANK	8.5 - 6.8	PRINCIPAL	$50,000	$10,000	$10,000	$10,000	$10,000	$10,000	$0
					INTEREST	$8,345	$2,975	$2,335	$1,680	$1,015	$340	
WATER	WATER MAINS - LAYING & RELAYING	09/01/91	BAYBANK	8.5 - 6.8	PRINCIPAL	$400,000	$90,000	$90,000	$90,000	$90,000	$40,000	$0
					INTEREST	$59,805	$23,375	$17,615	$11,720	$5,735	$1,360	
MULTI-PURPOSE BOND	BUILDING 4/25/92	11/15/94	BAYBANK	5.5 - 5.9	PRINCIPAL	$1,875	$1,875					$0
					INTEREST	$55	$55					
MULTI-PURPOSE BOND	REMODELING 4/25/92	11/15/94	BAYBANK	5.5 - 5.9	PRINCIPAL	$2,475	$2,475					$0
					INTEREST	$73	$73					
MULTI-PURPOSE BOND	REMODELING 6/12/93	11/15/94	BAYBANK	5.5 - 5.9	PRINCIPAL	$5,875	$5,875					$0
					INTEREST	$173	$173					
MULTI-PURPOSE BOND	REMODELING 5/14/94	11/15/94	BAYBANK	5.5 - 5.9	PRINCIPAL	$17,925	$17,925					$0
					INTEREST	$529	$529					
MULTI-PURPOSE BOND**	REMODELING 6/12/93 OVERRIDE	11/15/94	BAYBANK	5.5 - 5.9	PRINCIPAL	$16,475	$16,475					$0
					INTEREST	$486	$486					
MULTI-PURPOSE BOND *	REMODELING 6/22/92 STONY HILL SCHOOL	11/15/94	BAYBANK	5.5 - 5.9	PRINCIPAL	$20,000	$20,000					$0
					INTEREST	$590	$590					
MULTI-PURPOSE BOND	LANDFILL REMODELING PART 4/25/94	11/15/94	BAYBANK	5.5 - 5.9	PRINCIPAL	$375	$375					$0
					INTEREST	$11	$11					
MULTI-PURPOSE BOND	DEPARTMENTAL EQUIP 5/4/98	12/01/1998	PAINE WEBBER	3.4 - 4.4	PRINCIPAL	$82,000	$82,000					$0
					INTEREST	$1,476	$1,476					$0
MULTI-PURPOSE BOND	PAVING 4/29/98	12/01/1998	PAINE WEBBER	3.4 - 4.4	PRINCIPAL	$10,000	$10,000					$0
					INTEREST	$180	$180					$0
MULTI-PURPOSE BOND	REMODELING 4/28/97	12/01/1998	PAINE WEBBER	3.4 - 4.4	PRINCIPAL	$211,000	$97,000	$114,000				$0
					INTEREST	$8,073	$5,964	$2,109				$0
MULTI-PURPOSE BOND	REMODELING 4/29/96	12/01/1998	PAINE WEBBER	3.4 - 4.4	PRINCIPAL	$58,000	$29,000	$29,000				$0
					INTEREST	$2,132	$1,595	$537				$0
MULTI-PURPOSE BOND	PARK FACILITIES 4/29/96	12/01/1998	PAINE WEBBER	3.4 - 4.4	PRINCIPAL	$10,000	$5,000	$5,000				$0
					INTEREST	$368	$275	$93				$0
MULTI-PURPOSE BOND	REMODELING 5/01/95	12/01/1998	PAINE WEBBER	3.4 - 4.4	PRINCIPAL	$14,000	$7,000	$7,000				$0
					INTEREST	$515	$385	$130				$0
MULTI-PURPOSE BOND	REMODELING 5/14/94	12/01/1998	PAINE WEBBER	3.4 - 4.4	PRINCIPAL	$8,000	$4,000	$4,000				$0
					INTEREST	$294	$220	$74				$0
MULTI-PURPOSE BOND**	REMODELING 6/12/93 OVERRIDE	12/01/1998	PAINE WEBBER	3.4 - 4.4	PRINCIPAL	$6,000	$3,000	$3,000				$0
					INTEREST	$221	$165	$56				$0
MULTI-PURPOSE BOND	REMODELING 6/12/93	12/01/1998	PAINE WEBBER	3.4 - 4.4	PRINCIPAL	$6,000	$3,000	$3,000				$0
					INTEREST	$221	$165	$56				$0
TOTAL PRINCIPAL & INTEREST PAYMENTS PER FISCAL YEAR						$1,003,545	$443,692	$288,003	$113,400	$106,750	$51,700	$0
					PRINCIPAL	$920,000	$405,000	$265,000	$100,000	$100,000	$50,000	$0
					INTEREST	$83,545	$38,692	$23,003	$13,400	$6,750	$1,700	$0
					TOTAL	$1,003,545	$443,692	$288,003	$113,400	$106,750	$51,700	$0

STATEMENT OF TRUST FUNDS FY 2002

ADAMS CEMETERY IN TRUST FOR	PRINCIPAL AMOUNT	ADAMS CEMETERY IN TRUST FOR	PRINCIPAL AMOUNT	ADAMS CEMETERY IN TRUST FOR	PRINCIPAL AMOUNT	ADAMS CEMETERY IN TRUST FOR	PRINCIPAL AMOUNT
FRANK G. ADAMS	$300.00	FREDERICK COON	$50.00	W.H. GRAVES	$100.00	WILLIAM A. REED	$200.00
JOHN W. BALDWIN	$700.00	CRAWFORD FAMILY TRUST	$500.00	FRANKLIN B. GREEN	$100.00	JESSE L. RICE	$200.00
ETHELBERT BLISS	$256.23	LUCY M. DANE	$100.00	GRISWOLD FAMILY TRUST	$500.00	ETTA MAE SIMMONS	$200.00
EDWARD H. BROWER	$200.00	HIRAM DANKS	$100.00	HIMES BURIAL LOT	$200.00	NELLIE SPENCER	$100.00
LAURA BRUUER	$1,000.00	DEWITT FAMILY TRUST	$250.00	GEORGE E. KNOWLTON	$200.00	CHLOE B. STEBBINS	$100.00
ALBRO BRYANT	$100.00	J.W. DUNSMORE	$200.00	CHARLES NORTH	$200.00	LUTHER MILTON STEBBINS	$200.00
HOWARD CALKINS	$200.00	F. FULLER & M. LANE	$300.00	PERPETUAL CARE MISC	$3,500.00	ELIZABETH TUPPER	$50.00
HENRY CLARK	$100.00	HARRIET GATES GOLDSMITH	$200.00	CHARLES PARKER	$300.00	BLISS STOCK (FRAC SHARE)	$1,183.85
			$50.00	P.P. POTTER	$103.24	PIAGET FAMILY TRUST	$500.00
							$12,543.32
		TOTAL ADAMS CEMETERY AND ETHELBERT BLISS NON-EXPENDABLE TRUST AMOUNT				BLISS STOCK (FRAC SHARE)	$20.02
				NEW NON-EXPENDABLE TRUST		(NEW)	$0.00

	BALANCE 6/30/2001	AVAILABLE 6/30/2001	INTEREST FY 2002	DIVIDENDS FY 2002	EXPENSES FY 2002	BALANCE 6/30/2002	AVAILABLE 6/30/2002
TOTALS ADAMS CEMETERY AND ETHELBERT BLISS	$25,042.66	$12,499.34	$644.66	$448.20	$34.32	$26,121.22	$13,557.88

EAST WILBRAHAM CEMETERY IN TRUST FOR	PRINCIPAL AMOUNT	EAST WILBRAHAM CEMETERY IN TRUST FOR	PRINCIPAL AMOUNT	EAST WILBRAHAM CEMETERY IN TRUST FOR	PRINCIPAL AMOUNT	EAST WILBRAHAM CEMETERY IN TRUST FOR	PRINCIPAL AMOUNT
CHARLES AMADON	$150.00	EMMA CARSON	$50.00	LORA M. GREEN	$50.00	INEZ PERRY (2)	$100.00
BISHOP LOT	$150.00	INEZ CHILSON	$100.00	ELIZA U. JONES	$100.00	IRA G. POTTER	$100.00
HENRY BOWKER	$100.00	EVALINA H. COPELAND	$100.00	ABRAHAM KNOWLTON	$100.00	FRANK & HATTIE RINDGE	$50.00
H. BUTLER & H. GREEN	$100.00	DASCO LOT	$200.00	CHARLES R. KNOWLTON	$100.00	MARTHA E. SMITH	$50.00
JAME A. BUTLER	$100.00	CHARLES A. GATES	$100.00	A. LEMIEUX SR.	$110.00	SPEAR - BUTLER LOT	$200.00
PHILIP & ANGELINA BUTLER	$100.00	BLANCH B. GILBERT	$150.00	LOIS LOUNSBURY	$110.00	FRANCIS E. STEBBINS	$200.00
WILLIAM BUTLER	$100.00	BENJAMIN B. GREEN	$100.00	ANGELINE P. MORGAN	$75.00		
ABEL B. CALKINS	$150.00	FRED W. GREEN	$100.00	PERPETUAL CARE MISC	$3,500.00		
CHARLES M. CALKINS	$100.00	HENRY GREEN	$100.00	INEZ PERRY (1)	$100.00		
							$6,995.00
		TOTAL EAST WILBRAHAM CEMETERY NON-EXPENDABLE TRUST AMOUNT				(NEW) PERPETUAL CARE MISC	$0.00

	BALANCE 6/30/2001	AVAILABLE 6/30/2001	INTEREST FY 2002	DIVIDENDS FY 2002	EXPENSES FY 2002	BALANCE 6/30/2002	AVAILABLE 6/30/2002
TOTAL EAST WILBRAHAM CEMETERY	$8,630.94	$1,635.94	$214.08	$0.00	$11.83	$8,833.19	$1,838.19

STATEMENT OF TRUST FUNDS FY 2002

GLENDALE CEMETERY IN TRUST FOR	PRINCIPAL AMOUNT	GLENDALE CEMETERY IN TRUST FOR	PRINCIPAL AMOUNT	GLENDALE CEMETERY IN TRUST FOR	PRINCIPAL AMOUNT	GLENDALE CEMETERY IN TRUST FOR	PRINCIPAL AMOUNT
JOHN W. BALDWIN	$200.00						
ANNA C. KIBBEE	$100.00						
PERPETUAL CARE MISC	$3,500.00						
ALLYN C. SEARER	$200.00						
TOTAL GLENDALE CEMETERY NON-EXPENDABLE TRUST AMOUNT						$4,000.00	

	BALANCE 6/30/2001	AVAILABLE 6/30/2001	INTEREST FY 2002	DIVIDENDS FY 2002	EXPENSES FY 2002	BALANCE 6/30/2002	AVAILABLE 6/30/2002
TOTAL GLENDALE CEMETERY	$8,168.26	$4,168.26	$209.26	$0.00	$11.19	$8,366.33	$4,366.33
SUBTOTAL CEMETERIES	$41,841.86	$18,303.54	$1,068.00	$448.20	$57.34	$43,320.74	$19,762.40

MISC FUNDS IN TRUST FOR	PRINCIPAL AMOUNT	MISC FUNDS IN TRUST FOR	PRINCIPAL AMOUNT	MISC FUNDS IN TRUST FOR	PRINCIPAL AMOUNT	MISC FUNDS IN TRUST FOR	PRINCIPAL AMOUNT
PEAKE ROAD	$434.90	CHLOE B. STEBBINS	$100.00				
SCHOOL LOT FUND	$641.74	TERCENTARY OBSERVANCE	$250.00				
SOLDIERS' MONUMENT	$1,000.00	DEACON WARRINER SCHOOL	$667.00				
TOTAL MISC NON-EXPENDABLE TRUST AMOUNT						$3,093.64	

	BALANCE 6/30/2001	AVAILABLE 6/30/2001	INTEREST FY 2002		EXPENSES FY 2002	BALANCE 6/30/2002	AVAILABLE 6/30/2002
MISCELLANEOUS							
PEAKE ROAD	$1,057.33	$622.43			$0.00	$1,057.33	$622.43
SCHOOL LOT FUND	$687.91	$46.17			$0.00	$687.91	$46.17
SOLDIERS' MONUMENT	$5,723.89	$4,723.89			$0.00	$5,723.89	$4,723.89
CHLOE B. STEBBINS	$2,703.25	$2,603.25			$0.00	$2,703.25	$2,603.25
TERCENTARY OBSERVANCE	$1,112.48	$862.48			$0.00	$1,112.48	$862.48
DEACON WARRINER SCHOOL	$714.34	$47.34			$0.00	$714.34	$47.34
TOTAL MISCELLANEOUS	$11,999.20	$8,905.56	$0.00		$0.00	$11,999.20	$8,905.56
TOTAL CEMETERIES AND MISCELLANEOUS	$53,841.06	$27,209.10	$1,068.00		$57.34	$55,319.94	$28,667.96

			INTEREST	TRANSFERS IN	TRANSFERS OUT		AVAILABLE 6/30/2002
STABILZATION FUND		$786,926.53	$27,078.50	$34,000.00			$848,005.03
POLICE TRUST FUND		$30,841.06	$317.62	$13,659.96	$3,590.00		$41,228.64
CONSERVATION FUND	$22,984.32	$22,984.32	$929.83	$7,000.00	$0.00	$30,914.15	$30,914.15

BOARD OF ASSESSORS

The Board of Assessors is comprised of three members each elected for a three-year term. This past year Chairman Richard Howell welcomed two new members with considerable experience in the field of valuation and assessing. Lawrence LaBarbera who has been an assessor and appraiser for over 30 years and John Wesolowski, who has vast knowledge of accounting and business valuation. The day-to-day functions of the Assessor's Office are handled aptly by Assistant Assessor Manuel Silva, MAA, the Assistant Administrator Diane Hildreth, and two additional staff members, Frances Boudreau and Linda Ferrero.

During the past year we were able to continue our cyclical inspection program to fulfill the requirement of the Department of Revenue which states that all property must have an inspection at least once every nine years. We will be performing our triennial revaluation for fiscal year 2004 with all valuations reflecting full market value as of January 1, 2003. Our own staff will complete the revaluation with only minimal help from outside consulting services.

In fiscal year 2003 the taxable value for the town increased by $24,001,674 or just slightly over 2%. This results in a total taxable value for real and personal property of $1,040,514,768. The increase is mainly from new construction and will produce $430,591 in new tax dollars. The Massachusetts Department of Revenue has approved the tax rate for fiscal 2003 at $18.27 per $1,000 of assessment. The new rate is an increase of $.33 over that of last year. This single rate applies to all classes of real and personal property in accordance with the vote of the selectmen at the classification hearing held on October 7, 2002.

In summary, our goal and primary concern is to provide the town with a professional service completed by a professional and competent staff. This will result in a fair and equitable distribution of the property taxes that fund the services provided by other departments in town.

Richard Howell, Chairman, MAA
Lawrence LaBarbera, ASA, CCMA
John Wesolowski

Agricultural and Horticultural Land

The Board of Assessors is responsible for the classification of land used for agricultural and horticultural purposes, a tax benefit program which encourages the preservation and use of farmland by committed land owners.
Contact the Board of Assessors for application and guidelines.

Older Citizen Property Tax Exemptions and Deferral

The Board of Assessors can assist seniors (and surviving spouses) with application and qualification for one of several exemptions and deferrals provided by the Town of Wilbraham, based on provisions of Massachusetts General Laws.
Contact the Board of Assessors for application and guidelines.

THE COMMONWEALTH OF MASSACHUSETTS
DEPARTMENT OF REVENUE
TAX RATE RECAPITULATION

of FISCAL 2003

WILBRAHAM
City or Town

I. TAX RATE SUMMARY

Ia. Total amount to be raised (from IIe)	$	26,109,519.81
Ib. Total estimated receipts and other revenue sources (from IIIe)		7,099,315.00
Ic. Tax levy (Ia minus Ib)	$	19,010,204.81

Id. Distribution of Tax Rates and levies

CLASS	(b) Levy percentage (from LA-5)	(c) IC above times each percent in col (b)	(d) Valuation by class (from LA-5)	(e) Tax Rates (c) / (d) x 1000	(f) Levy by class (d) x (e) / 1000
Residential	88.9139%	16,902,714.49	925,162,200	18.27	16,902,713.39
Exempt					
Open Space	0.0000%	0.00	0		
Commercial	7.0752%	1,345,010.01	73,618,400	18.27	1,345,008.17
Exempt					
Industrial	1.8599%	353,570.80	19,352,900	18.27	353,577.48
SUBTOTAL	97.8490%		1,018,133,500		18,601,299.04
Personal	2.1510%	408,909.51	22,381,268	18.27	408,905.77
TOTAL	100.0000%		1,040,514,768		19,010,204.81

Board of Assessors of **WILBRAHAM** (City or Town) _____ (Date) _____ (Tel. No.)

Do Not Write Below This Line --- For Department of Revenue Use Only

Reviewed By _____

Date _____

Approved: _____
Director of Accounts Date

This form approved by
Commissioner of Revenue

II. Amounts to be raised

IIa. Appropriations (col. (b) through col. (e) from Page 4)		$ 25,568,330.00
IIb. Other amounts to be raised		
1. Amounts certified for tax title purposes		
2. Debt and interest charges not included on page 4		
3. Final court judgments		
4. Total overlay deficits of prior years	487.81	
5. Total cherry sheet offsets (see cherry sheet 1-ER)	17,026.00	
6. Revenue deficits		
7. Offset receipts deficits Ch. 44, Sec. 53E		
8. Authorized deferral of teachers' pay		
9. Snow and ice deficit Ch. 44 Sec. 31D		
10. Other (specify on separate letter)	2,020.95	
TOTAL IIb (Total lines 1 through 10)		19,534.76
IIc. State and county cherry sheet charges (C.S. 1-EC cols. 1 and 2)		374,921.00
IId. Allowance for abatements and exemptions (overlay)		146,734.05
IIe. Total amount to be raised (Total IIa through IId)		$ 26,109,519.81

III. Estimated receipts and other revenue sources

IIIa. Estimated receipts - State		
1. Cherry sheet estimated receipts (C.S. 1-ER Total)	$ 1,402,688.00	
2. Cherry sheet overestimates (C.S. 1-EC Part E col. 3)		
TOTAL IIIa		1,402,688.00
IIIb. Estimated receipts - Local		
1. Local receipts not allocated (Page 3, col. (b), Line 23)	2,391,412.00	
2. Offset receipts (See Schedule A-1)	21,000.00	
3. Enterprise funds (See Schedule A-2)	2,188,126.00	
4. Community preservation funds (See Schedule A-4)	0.00	
TOTAL IIIb		4,600,538.00
IIIc. Revenue sources appropriated for particular purposes		
1. Free cash (Page 4, col. (c))	240,183.00	
2. Other available funds (Page 4, col. (d))	855,906.00	
TOTAL IIIc		1,096,089.00
IIId. Other revenue sources appropriated specifically to reduce the tax rate		
1. a. Free cash...appropriated on or before June 30, 2002		
b. Free cash...appropriated on or after July 1, 2002		
2. Municipal light source		
3. Teachers' pay deferral		
4. Other source :		
TOTAL IIId		0.00
IIIe. Total estimated receipts and other revenue sources (Total IIIa through IIId)		$ 7,099,315.00

IV. Summary of total amount to be raised and total receipts from all sources

a. Total amount to be raised (from IIe)		$ 26,109,519.81
b. Total estimated receipts and other revenue sources (from IIIe)	$ 7,099,315.00	
c. Total real and personal property tax levy (from Ic)	$ 19,010,204.81	
d. Total receipts from all sources (total IVb plus IVc)		$ 26,109,519.81

LOCAL RECEIPTS NOT ALLOCATED *

	(a) Actual Receipts Fiscal 2002	(b) Estimated Receipts Fiscal 2003
→ 1. Motor vehicle excise	$ 1,670,243.05	$ 1,670,000.00
→ 2. Other excise	401.65	400.00
→ 3. Penalties and interest on taxes and excises	111,298.74	100,000.00
→ 4. Payments in lieu of taxes	2,506.31	2,500.00
5. Charges for Services - water	0.00	0.00
6. Charges for Services - sewer	0.00	0.00
7. Charges for Services - hospital	0.00	0.00
8. Charges for Services - trash disposal	0.00	0.00
9. Other charges for services	17,834.00	15,000.00
10. Fees	23,240.93	20,000.00
11. Rentals	34,346.76	34,000.00
12. Departmental revenue - Schools	0.00	0.00
13. Departmental revenue - Libraries	4,467.40	4,000.00
14. Departmental revenue - Cemeteries	0.00	0.00
15. Departmental revenue - Recreation	0.00	0.00
16. Other departmental revenue	34,732.90	34,000.00
17. Licenses and permits	152,399.97	150,000.00
18. Special assessments	25,765.92	21,000.00
→ 19. Fines and forfeits	46,097.50	45,000.00
→ 20. Investment income	74,308.06	60,000.00
→ 21. Miscellaneous recurring (please specify)	11,595.00	10,000.00
22. Miscellaneous non-recurring (please specify)	178,366.26	225,512.00
23. TOTALS	$ 2,387,604.45	$ 2,391,412.00

I hereby certify that the actual receipts as shown in column (a) are, to the best of my knowledge correct and complete, and I further certify that I have examined the entries made on page 4 of the fiscal 2003 tax rate recapitulation form by the City or Town Clerk and hereby acknowledge that such entries correctly reflect the appropriations made and the sources from which such appropriations are to be met.

Date	Accountant/Auditor	Tel. No.

* Do not include receipts in columns (a) or (b) that were voted by the City/Town Council or Town Meeting as offset receipts on Schedule A-1, enterprise funds on Schedule A-2, or revolving funds on Schedule A-3. Written documentation must be submitted to support increases / decreases of estimated receipts to actual receipts.

→ Written documentation must be submitted to support increases/decreases of FY2002 estimated receipts to FY2003 estimated receipts to be used in calculating the municipal revenue growth factor.

CERTIFICATION OF APPROPRIATIONS AND SOURCES OF FUNDING

APPROPRIATIONS							AUTHORIZATIONS MEMO ONLY	
City/Town Council or Town Meeting Dates	FY*	(a) Total Appropriations Of Each Meeting	(b) ** From Raise and Appropriate (Tax Levy)	(c) From Free Cash See B-1	(d) From Other Available Funds See B-2	(e) From Offset Receipts, See A-1 or Enterprise Funds, See A-2 Community Preservation See A-4	(f) *** Revolving Funds See A-3	(g) Borrowing Authorization
05/06/02	2002	15,000.00			15,000.00			
		0.00						
05/06/02	2003	25,553,330.00	22,263,115.00	240,183.00	840,906.00	2,209,126.00	35,000.00	208,500.00
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Totals		25,568,330.00	22,263,115.00	240,183.00	855,906.00	2,209,126.00		
		Must Equal Cols. (b) thru (e)						

* Enter the fiscal year to which the appropriation relates, i.e., fiscal year 2002 or fiscal 2003.

** Appropriations included in column (b) must not be reduced by local receipts or any other funding source. Appropriations must be entered gross to avoid a duplication in the use of estimated or other sources of receipts.

*** Include only revolving funds pursuant to Chapter 44, Section 53 E 1/2.

I hereby certify that the appropriations correctly reflect the votes taken by Town Meeting/City Council.

WILBRAHAM
City/Town

Date

Clerk

Tel. No.

ACCOUNTANT'S REPORT

The Accounting Department is responsible for maintaining the financial records of the town. We record revenues received and approve all expenditures made. We process approximately 15,000 to 20,000 checks annually to accomplish this task. This department also prepares and processes weekly payroll for all municipal employees.

The Accounting Department provides reports to the state's Division of Local Services; these include a Balance Sheet showing the financial picture of the town., "Schedule A" which shows the breakdown of all revenues received and expenditures made by the town by category, and several others that are used by the state to determine a "free cash" figure for the town to use in the preceding year's budgeting process. Several other duties of this department are dictated by Massachusetts General Laws and are provided as mandated.

The Accounting Department has the responsibility of ensuring an annual audit is conducted by an outside auditing firm. The firm of Melanson Heath & Company, PC, has been contracted the past several years to provide this service. The main purpose of the audit is to assure the town the internal control procedures are being followed, past recommendations have been implemented, and financial transactions are reported properly to permit financial statements to be prepared in accordance with generally accepted accounting principles. The bonding firms always request an audit report when the town prepares a bond issue. The audit is an important report that becomes a permanent document of the town.

As always, I would like to take this opportunity to thank my staff: Assistant Nancy Johnson and Elayne Stratton. This department would not function as effectively without them. Thank you.

JoAnne DeGray, CGA
Town Accountant

Combined Balance Sheet - All Fund Types and Account Group -FY2002

	General Funds	Government Fund Types		Proprietary Fund Types	Fiduciary Fund Types	Account Group	Totals
	General	Special Revenue	Capital Projects	Enterprise	Trust & Agency	General Long Term Debt	Memorandum Only
Assets							
Cash & Cash Equivalents	$914,153.01	$926,026.57	$111,400.10	$533,247.40	$966,959.49		$3,451,786.57
Restricted Cash					653,432.41		$653,432.41
Receivables:							
Property Taxes	427,926.16						$427,926.16
Tax Liens	244,770.91						$244,770.91
Excises	176,939.34						$176,939.34
Utilities				194,534.06			$194,534.06
Special Assessments	103,177.20						$103,177.20
Other	50.00	300,977.36					$301,027.36
Due from Other Governments	24,223.26						$24,223.26
Amount to be Provided for Retirement of General Long Term Obligations						1,573,000.00	$1,573,000.00
TOTAL ASSETS	$1,891,239.88	$1,227,003.93	$111,400.10	$727,781.46	$1,620,391.90	$1,573,000.00	$7,150,817.27
Liabilities & Fund Equity							
Liabilities:							
Deferred Revenue	$959,918.87	$300,977.36		$194,534.06			$1,455,430.29
Deferred Compensation							
Performance Bonds					626,780.43		$626,780.43
General Obligation Bonds						920,000.00	$920,000.00
Accrued Compensated Absences						653,000.00	$653,000.00
Other Liabilities		373,147.43	1,555,735.00		46,686.27		$1,975,568.70
TOTAL LIABILITIES	$959,918.87	$674,124.79	$1,555,735.00	$194,534.06	$673,466.70	$1,573,000.00	$5,630,779.42
Fund Equity:							
Retained Earnings:							
Unreserved				$275,866.40			$275,866.40
Fund Balance:							
Reserved for Encumbrances	265,453.00	16,000.00		38,330.00			$319,783.00
Reserved for Expenditures	272,183.00	302,463.52	(1,444,334.90)	128,138.00	920,273.22		$178,722.84
Reserved for Revenue Deficit							
Unreserved, Undesignated	393,685.01	(31,375.94)					$362,309.07
Restricted Fund Balance		265,791.56		90,913.00	26,651.98		$383,356.54
Reserved for Over/Under Assessments							
TOTAL EQUITY	$931,321.01	$552,879.14	($1,444,334.90)	$533,247.40	$946,925.20		$1,520,037.85
TOTAL LIABILITIES & FUND EQUITY	$1,891,239.88	$1,227,003.93	$111,400.10	$727,781.46	$1,620,391.90	$1,573,000.00	$7,150,817.27

ANNUAL TOWN REPORT

FY 2002 GENERAL & ENTERPRISE FUND EXPENDITURES

DEPARTMENT	FY2002 BUDGET	FY2002 TRANS IN/OUT	FY2002 EXPENDED	FY2002 ENCUMBERED	FY2002 SURPLUS
SELECTMEN SALARIES	267,539.00	(79,309.00)	179,484.14	0.00	8,745.86
SELECTMEN EXPENSES	75,250.00	0.00	73,048.82	2,200.00	1.18
TOTAL DEPT	342,789.00	(79,309.00)	252,532.96	2,200.00	8,747.04
TOWN MEETING SALARIES	6,545.00	0.00	4,941.70	0.00	1,603.30
TOWN MEETING EXPENSES	4,555.00	0.00	4,068.32	0.00	486.68
TOTAL DEPT.	11,100.00	0.00	9,010.02	0.00	2,089.98
REGISTRARS SALARIES	8,500.00	437.00	8,781.00	0.00	156.00
REGISTRARS EXPENSES	4,855.00	0.00	4,585.55	0.00	269.45
TOTAL DEPT.	13,355.00	437.00	13,366.55	0.00	425.45
TOWN REPORTS	5,000.00	0.00	5,000.00	0.00	0.00
ACCOUNTING SALARIES	81,500.00	3,747.00	85,245.10	0.00	1.90
ACCOUNTING EXPENSES	17,325.00	8,500.00	25,186.76	600.00	38.24
TOTAL DEPT.	98,825.00	12,247.00	110,431.86	600.00	40.14
ASSESSORS SALARIES	122,642.00	3,335.00	125,666.91	0.00	310.09
ASSESSORS EXPENSES	15,750.00	0.00	9,883.20	5,866.00	0.80
TOTAL DEPT.	138,392.00	3,335.00	135,550.11	5,866.00	310.89
TREAS/COLL SALARIES	103,249.00	3,732.00	106,864.64	0.00	116.36
TREAS/COLL EXPENSES	43,206.00	0.00	42,981.83	224.00	0.17
TOTAL DEPT.	146,455.00	3,732.00	149,846.47	224.00	116.53

DEPARTMENT	FY2002 BUDGET	FY2002 TRANS IN/OUT	FY2002 EXPENDED	FY2002 ENCUMBERED	FY2002 SURPLUS
TOWN CLERK SALARIES	65,631.00	1,775.00	67,405.32	0.00	0.68
TOWN CLERK EXPENSES	3,625.00	0.00	3,088.74	0.00	536.26
TOTAL DEPT.	69,256.00	1,775.00	70,494.06	0.00	536.94
LEGAL EXPENSES	36,480.00	20,081.00	56,559.15	0.00	1.85
TOWN OFFICE EXPENSES	69,300.00	3,284.00	68,208.92	4,375.00	0.08
DATA PROCESSING SALARIES	42,006.00	6,359.00	48,364.60	0.00	0.40
DATA PROCESSING EXPENSES	96,795.00	0.00	69,985.90	26,809.00	0.10
TOTAL DEPT.	138,801.00	6,359.00	118,350.50	26,809.00	0.50
PLANNING SALARIES	71,857.00	2,445.00	73,411.28	0.00	890.72
PLANNING EXPENSES	4,840.00	0.00	3,198.02	1,600.00	41.98
TOTAL DEPT.	76,697.00	2,445.00	76,609.30	1,600.00	932.70
TOWN PROPS. SALARIES	50,228.00	540.00	48,384.54	0.00	2,383.46
TOWN PROPS. EXPENSES	161,334.00	10,649.00	138,335.23	33,647.00	0.77
TOTAL DEPT.	211,562.00	11,189.00	186,719.77	33,647.00	2,384.23
PENSIONS EXPENSES	563,577.00	0.00	563,577.00	0.00	0.00
GROUP INSURANCE EXPENSE	536,033.00	43,500.00	574,772.03	0.00	4,760.97
GENERAL INSURANCE EXPENSE	202,425.00	0.00	185,614.40	265.00	16,545.60
SURETY BONDS	1,500.00	0.00	1,327.50	0.00	172.50
INSPECTORS SALARIES	74,359.00	2,546.00	76,386.26	0.00	518.74
INSPECTORS EXPENSES	3,050.00	0.00	2,607.72	120.00	322.28
TOTAL DEPT.	77,409.00	2,546.00	78,993.98	120.00	841.02

DEPARTMENT	FY2002 BUDGET	FY2002 TRANS IN/OUT	FY2002 EXPENDED	FY2002 ENCUMBERED	FY2002 SURPLUS
POLICE DEPT. SALARIES	1,647,840.00	10,346.00	1,647,627.78	0.00	10,558.22
POLICE DEPT. EXPENSES	114,073.00	5,210.00	119,097.16	115.00	70.84
POLICE NON-RECURRING	41,000.00	0.00	9,000.00	32,000.00	0.00
TOTAL DEPT.	1,802,913.00	15,556.00	1,775,724.94	32,115.00	10,629.06
FIRE DEPT. SALARIES	1,190,102.00	2,335.00	1,154,643.43	0.00	37,793.57
FIRE DEPT. EXPENSES	104,900.00	0.00	85,787.18	10,508.00	8,604.82
FIRE NON-RECURRING	11,000.00	0.00	10,997.00	0.00	3.00
TOTAL DEPT.	1,306,002.00	2,335.00	1,251,427.61	10,508.00	46,401.39
TREE WARDEN SALARIES	7,210.00	0.00	7,210.00	0.00	0.00
TREE WARDEN EXPENSES	42,150.00	0.00	25,915.18	16,234.00	0.82
TOTAL DEPT.	49,360.00	0.00	33,125.18	16,234.00	0.82
DISPATCH SALARIES	229,985.00	6,358.00	235,404.49	0.00	938.51
DISPATCH EXPENSES	3,950.00	0.00	2,015.58	0.00	1,934.42
TOTAL DEPT.	233,935.00	6,358.00	237,420.07	0.00	2,872.93
SEALER WGTS SALARIES	3,342.00	100.00	3,442.00	0.00	0.00
SEALER WGTS EXPENSES	850.00	0.00	612.50	0.00	237.50
TOTAL DEPT.	4,192.00	100.00	4,054.50	0.00	237.50
CIVIL DEFENSE SALARIES	1,100.00	0.00	1,100.00	0.00	0.00
CIVIL DEFENSE EXPENSES	1,200.00	0.00	524.12	650.00	25.88
TOTAL DEPT.	2,300.00	0.00	1,624.12	650.00	25.88
DOG OFFICER SALARIES	13,051.00	378.00	13,429.00	0.00	0.00
DOG OFFICER EXPENSES	4,949.00	500.00	4,825.34	623.00	0.66
TOTAL DEPT.	18,000.00	878.00	18,254.34	623.00	0.66
REGIONAL SCHOOL ASSESSMENT	13,528,648.00	0.00	13,482,376.00	46,272.00	0.00
HIGHWAY SALARIES	470.848.00	8,195.00	475,092.42	0.00	3,950.58
HIGHWAY EXPENSES	469,555.00	68,784.00	464,894.79	73,444.00	0.21
HIGHWAY NON-RECURRING	27,000.00	0.00	20,308.00	0.00	6,692.00
TOTAL DEPT.	967,403.00	76,979.00	960,295.21	73,444.00	10,642.79

DEPARTMENT	FY2002 BUDGET	FY2002 TRANS IN/OUT	FY2002 EXPENDED	FY2002 ENCUMBERED	FY2002 SURPLUS
ENGINEERING SALARIES	66,919.00	1,306.00	68,224.91	0.00	0.09
ENGINEERING EXPENSES	16,450.00	0.00	15,127.39	1,322.00	0.61
TOTAL DEPT.	83,369.00	1,306.00	83,352.30	1,322.00	0.70
HISTORICAL EXPENSES	500.00	0.00	370.96	0.00	129.04
CONSERVATION EXPENSES	2,610.00	0.00	766.43	0.00	1,843.57
BRD OF APPEALS EXPENSES	1,000.00	0.00	800.00	0.00	200.00
INSECT CONTROL SALARIES	1,994.00	60.00	2,054.00	0.00	0.00
INSECT CONTROL EXPENSES	12,150.00	0.00	1,878.99	2,000.00	0.63
TOTAL DEPT.	14,144.00	60.00	3,932.99	2,000.00	8,271.01
SANITARIAN SALARIES	8,309.00	241.00	8,550.00	0.00	0.00
SANITARIAN EXPENSES	680.00	0.00	680.00	0.00	0.00
TOTAL DEPT.	8,989.00	241.00	9,230.00	0.00	0.00
C.O.A. SALARIES	104,441.00	6,077.00	109,924.02	0.00	593.98
C.O.A. EXPENSES	10,240.00	0.00	9,337.13	0.00	902.87
TOTAL DEPT.	114,681.00	6,077.00	119,261.15	0.00	1,496.85
VETERANS SALARIES	8,941.00	268.00	7,954.65	0.00	1,254.35
VETERANS EXPENSES	8,750.00	0.00	8,255.05	0.00	494.95
TOTAL DEPT.	17,691.00	268.00	16,209.70	0.00	1,749.30
CEMETERIES EXPENSES	14,700.00	0.00	11,155.78	3,544.00	0.22
LIBRARY SALARIES	371,236.00	16,571.00	386,616.67	0.00	1,190.33
LIBRARY EXPENSES	170,950.00	3,225.00	171,019.81	2,688.00	467.19
TOTAL DEPT.	542,186.00	19,796.00	557,636.48	2,688.00	1,657.52

DEPARTMENT	FY2002 BUDGET	FY2002 TRANS IN/OUT	FY2002 EXPENDED	FY2002 ENCUMBERED	FY2002 SURPLUS
RECREATION SALARIES	70,307.00	2,158.00	68,967.26	0.00	3,497.74
RECREATION EXPENSES	10,652.00	0.00	10,305.00	347.00	0.00
TOTAL DEPT.	80,959.00	2,158.00	79,272.26	347.00	3,497.74
DEBT	445,375.00	0.00	445,375.00	0.00	0.00
INTEREST ON DEBT	64,653.00	0.00	62,720.74	0.00	1,932.26
SPECIAL ARTICLES	22,000.00	(12,000.00)	6,062.50	0.00	3,937.50
TOTAL GENERAL FUND	22,064,566.00	151,733.00	21,817,412.84	265,453.00	133,433.16
WASTEWATER SALARIES	149,162.00	0.00	142,052.91	0.00	7,109.09
WASTEWATER EXPENSES	301,199.00	0.00	239,956.35	13,250.00	47,992.65
TOTAL DEPT.	450,361.00	0.00	382,009.26	13,250.00	55,101.74
WASTEWATER SPECIAL ARTICLES	38,960.00	0.00	38,960.00	0.00	0.00
WATER SALARIES	289,775.00	0.00	276,227.59	0.00	13,547.41
WATER EXPENSES	745,316.00	0.00	693,336.53	25,080.00	26,899.47
TOTAL DEPT	1,035,091.00	0.00	969,564.12	25,080.00	40,446.88
WATER SPECIAL ARTICLES	50,000.00	0.00	0.00	0.00	50,000.00
SOLID WASTE SALARIES	173,978.00	0.00	162,706.56	0.00	11,271.44
SOLID WASTE EXPENSES	288,507.00	0.00	247,702.19	0.00	40,804.81
TOTAL DEPT.	462,485.00	0.00	410,408.75	0.00	52,076.25
TOTAL ENTERPRISES	2,036,897.00	0.00	1,800,942.13	38,330.00	197,624.87
TOTAL EXP GEN & ENTERPRISE FDS	24,101,463.00	151,733.00	23,618,354.97	303,783.00	331,058.03

FINANCE COMMITTEE

The Finance Committee is made up of nine town residents appointed by the Board of Selectmen for three-year staggered terms. The main function of the committee is to receive and evaluate information about the needs of the town, primarily the financial requirements of each department, including the regional school system, and to recommend the budget appropriations required to meet these needs. The Finance Committee holds regular public meetings during this process and makes its final recommendations at the Annual Town Meeting.

The Town of Wilbraham is faced with growing demands on its financial resources and a tax base largely dependent on residential property taxes. As FY 2003 comes to a close, we are faced with a funding deficit that is similar to that experienced in the early nineties and FY 2004 is expected to be the same if not worse. The state is facing its own financial crisis and, as a result, much of the financial aid from the state is being significantly reduced.

During the past year, the Finance Committee began two important initiatives designed for better budgeting and information disbursement. First, we asked the Town and School System to develop 5-year plans beginning with FY 2004 in order to provide a clearer long-range view of our total expenditure needs. Second, we initiated a newsletter to keep the residents and town departments better informed about the finances of the community.

The funding of the Stabilization Fund remains a priority of the Finance Committee. An important effect of a well-funded Stabilization Fund is to improve the town's bond ratings and thus lower interest on bonds needed to make large capital purchases. However, since FY2002 we have seen the Stabilization Fund decrease by 35% and decrease by 57% since FY1999.

The Finance Committee has encouraged and supported fiscal creativity that benefits the services available to town residents. Funding of projects and positions through grants and alternative resources other than raising tax revenues are regularly sought and achieved. The town departments have done a commendable job providing quality services to our community, through careful budget management and the efforts of the dedicated individuals we are so fortunate to have working for the town.

To accomplish our goal of providing the best possible services to meet the needs of town residents within viable fiscal constraints, we seek to balance the needs of a changing and growing town by scrutinizing expenditures, encouraging the pursuit of alternative sources of funding and of revenue and, when our best judgment deems it appropriate for the town, through property tax increases accomplished in an override of Proposition 2-1/2, voted on by town residents.

Marcia B. Zimmer, Chair

Gregory Gale, Vice-Chair	Kevin Dorsey	Dominick LaSorsa
Sue Bunnell	Paul DeSantis	Kevin O'Donnell
Judy Curran	Ken R. Furst	

Capital Planning Committee

The Capital Planning Committee is a five-person committee, three appointed by the Board of Selectmen and two appointed by the Finance Committee. We work very closely with the town's Finance Committee. We report to the Board of Selectmen. Members serve three-year terms. Although not a prerequisite, three of our members are current or former members of the town Finance Committee. This year, our five members will have a combined 57 years of service on both this committee and the Finance Committee.

The Capital Planning Committee reviews the capital expenditures of the town by maintaining a Five-Year Capital Plan. This plan is formulated by speaking to department managers of the town and evaluating their capital projects. Projects such as maintenance of town buildings (including all school buildings, except Minnechaug), vehicles, and equipment purchases that are over $10,000. Our methodology also includes open public meetings, reviewing requests and recommendations submitted by town departments, on-site visits, input from citizens, and requests from the Board of Selectmen. We present out Five-Year Capital Plan for review at the Annual Town Meeting. Our meeting dates are posted and residents of Wilbraham are very much welcome to attend and participate.

Our committee is assisted by three very helpful town employees who attend most of our meetings. Our Town Treasurer/Collector Thomas Sullivan is our key resource for formulating our Five-Year Capital Plan. Nancy Johnson, the Assistant Town Accountant, provides exceptional administrative support, research, and project work. Our Building Inspector Lance Trevallion is a great resource in dealing with out ongoing projects and his expertise in the construction areas is very valuable.

The members of the 2003 Capital Planning Committee are:

Appointed by the Board of Selectmen	Appointed by the Finance Committee
Bob Quintin, Chair	Marcia Zimmer
Brenda Canning	Sue Bunnell
John Pitoniak	

Department of Public Works

The Wilbraham Department of Public Works proudly presents this Annual Report to the community. 2002 was a busy year that brought many changes and continued successes. After many years of local and state planning, three major state-funded road construction projects were started and in the construction phase.

a. Boston Road and Stony Hill Road intersection at over $550,000.00 project;

b. Route 20 paving through the entire town $800,000.00 project; and
c. Springfield Street/Faculty Street project 1.8 million dollars.

When these projects are completed they will enhance the quality of our transportation system. Your state taxes were working hard in Wilbraham this year.

Aside from assisting the state with the above mentioned road construction projects, DPW was involved with a variety of other activities throughout the year. DPW is composed of 5 divisions including the Highway, Water, Wastewater, Landfill and Engineering Divisions. The following is a list of accomplishments for each division:

HIGHWAY

Under the supervision of the Highway Superintendent Frank Shea, Highway continued cleaning up the mess created by the June 2001 storm event while still completing daily responsibilities and yearly projects. To many, this storm event is a distant memory, but to Highway it will always be a reminder that the town needs to stay prepared for this type of event in the future. Throughout the year under the guidance of the local Conservation Commission, Highway has worked hard to minimize the risk of flooding by cleaning many culverts and drainage swales. Also, they installed new drainage in areas that are subject to flooding.

Highway's also has daily responsibilities that include but are not limited to pothole repair, drainage repair, catch basin cleaning, picking up dead tree limbs in the road, snow removal, deicing, mailbox repair, roadside mowing, field maintenance for the Recreation Department, berm repair, DPW vehicle maintenance, traffic sign installation, street sweeping, and mosquito control treatment.

In addition to daily tasks, Highway was able to accomplish the following projects:

Road	**Description**
Ridgewood Rd. & Springfield St.	Total reconstruction, new drainage, and retaining wall.
Buckley St.	Total reconstruction, new drainage
Mountain Rd. (by Danforth Farms Rd.)	New drainage, road related improvements
Western View Dr. (east end)	Total reconstruction and intersection improvements.
Memory Ln.	Total reconstruction.
Garden Ln	Total reconstruction, new drainage.
Rice Dr.	Total reconstruction.
Sunnyside Terr. (end section)	Resurface.
Algonquin Dr.	Resurface.
Iroquois Ln.	Resurface.

Other projects completed by the Highway Division during the 2002 are as follows:

- Installed new wastewater force main and a 7,000-gallon surge tank at the Middle School. Constructed turning lane and resurfaced Middle School entrance as a result of construction;
- Reconstruction of baseball field at Crane Hill Road to be used as a practice field;
- Cleaned and excavated area for proposed soccer field at Spec Pond; Thanks to Jerry Gagliarducci for all his help there.

- Closed a section of Maynard Road and started a major road realignment. This project will be completed entirely in-house and is anticipated to take two (2) years to complete.
- Installed the veterans' monument footings in Crane Park.
- Recycled trees into lumber to construct a building for the town's new sawmill purchased by a recycling grant.

Employees

Frank Shea, Superintendent
Lionel Duquette, Foreman
Rick Searles
John Garland
Dennis Dumais
Mitchell Opalinski
Kevin LaPlante
Timothy Grise
Jeff Lewis
Michael Lowe
Douglas Cutler
Thomas Tassinari
Scott Loncrini
Paul Maguire

WASTEWATER DIVISION

Ronald Lavoie, Assistant D.P.W. Director, supervises the daily Wastewater Division duties with two full time employees. The Wastewater Division has an advisory board, which is comprised of five members who meet monthly to discuss matters pertaining to the division. Their service to the community is greatly appreciated.

The Wastewater Division has eight pumping stations that pump wastewater to the Springfield Regional Wastewater Treatment Facility. The wastewater pumping stations operate continuously all year. In the event of an electrical outrage the high volume stations are equipped with back up generators that will automatically engage and continue to pump without interruption. A portable generator or the Jet Vac truck will pump the low volume stations. Last year the Wastewater Division pumped a total of 109,600,000 gallons of sewage or 298,930 average gallons per day to Bondi's Island for treatment. The wastewater flows increase every year as business and residents connect to the sanitary sewer system. The town's current agreement with Springfield is to have an average daily flow 300,000 (gpd) and 400,000 (gpd) peak flow. Our existing sewer contract will expire in the year 2008. The Wilbraham Wastewater Division would like to increase the contracted flow limits to 600,000 (gpd) average daily flow and 800,000 (gpd) peak flow. Evaluation and detailed data on pump station operation was collected by Tighe & Bond engineers this year, in an effort to document capacities. This information is important for renegotiating the contract with the City of Springfield.

The primary projects that the Wastewater Division was involved in this year were the installation of a 7000-gallon tank that was installed at the entrance of the Wilbraham Middle School. The tank was installed to prevent surcharging in the manholes on Stony Hill Road. The cost of the project was $9,000.00 for materials. This was a joint effort by the Wastewater Division and the Highway Division. The Engineering Division provided the design and surveying for the project. The savings were better than $20,000.00 if completed by an outside contractor and engineer. The Wellfleet Drive pump station conversion was also completed this year. The deteriorated piping, valves, pumps, control panel, electrical conduit, wire, lights, heater, dehumidifier, and all other miscellaneous equipment located inside the dry well were removed. Two new Flyght non-clog submersible pumps rated for 370 gallons per minute were installed and an above ground control panel. The cost of the Flygh pumps was $20,386.47. Weston & Sampson's services and the Wastewater Division completed the project in March. The Wastewater Division has

conducted an inflow and infiltration (I&I) study this year, and completed a total of 14 streets. One method of conducting an I&I study is to introduce some nontoxic and non-staining smoke into the sewer system. This method is used in most communities in Massachusetts. If smoke is seen coming out of basins, roof drains, or shows up in a resident's home, this would indicate that the residents have defective plumbing and it should be repaired immediately. The Wastewater Division is looking for sump pumps that are illegally tied into the sewer system. Increase in sewer flows due to these discharges cost the entire community. If you are on town sewer, please check to see if you have a sump pump tied into the sewer system. The Division is not fining anyone at this time; on the contrary, we are providing assistance in removing sump pumps. The Wastewater Division will continue this program next year.

The Wastewater Division's daily responsibilities include, but are not limited to, daily inspections of all eight pumping stations, taking samples to be analyzed, maintaining and repairing electrical panels, pumps and generators, adding chemicals and monitoring flow rates, reading meters, repairing wastewater line breaks and blockages, and sewer line cleaning.

Advisory Board
Ruly Zachary, Chairman
James Dowd
Joseph Kakley
Kelvin Kwong
Glenn Zenor

Employees
Ronald Lavoie, Assistant D.P.W. Director
Richard Zamora, Technician
Bruce Strong

WATER DEPARTMENT

Mike Framarin, Water Superintendent, supervises the daily Water Division duties with five full-time employees. The Water Division has a Board of Water Commissioners comprised of three members, who meet monthly to discuss matters pertaining to the division. Their service to the community is greatly appreciated.

During 2002, the list of duties performed by the Water Division personnel included, but was not limited to, six water breaks repaired; 22 new water service installations; the replacement of two old fire hydrants, with two new pumper type fire hydrants; over 60 main line gate valves were cleaned and checked for operation and exercised; 201 work orders of various tasks were accomplished; 79 testable backflow prevention devices were tested at least once per Mass. D.E.P. regulation; over 280 water samples were taken for water quality analysis; and over 3227 meters were read during March and then again in September. The four water booster stations were maintained and minor mechanical problems repaired as needed. Total water usage in 2002 was 429,877,000 gallons, approximately 2.1% above the last nine years average water consumption of 421,028,222 gallons per year.

The Board of Water Commissioners are pursuing the development of an additional water source to augment our water supply from the Quabbin Reservoir, owned and operated by the Massachusetts Water Resource Authority (MWRA). Several new locations in Wilbraham were evaluated as potential municipal well sites. This work will continue into 2003 to develop a municipal well for source redundancy and to offset the increasing costs associated with purchasing water from the MWRA.

During 2002, the Ruth Drive water main extension project was completed with the installation of a new eight-inch main line gate valve in an easement of Main Street. This was the last phase of a project that started in 1999 and included the installation of 1,932 feet of 8-inch ductile iron water main, three pumper-type fire hydrants, sixteen water service laterals and numerous valves and fittings. Also, the Water Division started a project to install on Pidgeon Drive a water main from Ruth Drive to Main Street. Water service laterals for every house on Pidgeon Drive will also be provided. During 2002, 205 feet of 8-inch ductile iron pipe was installed for this project. All work has been accomplished by using Water Division personnel and shared DPW equipment, which translates into considerable savings.

The Water Division installed an 8-inch valve and stubbed in an 8-inch water main near the Town Office Building for a future Wilbraham public safety building. On Lake Drive, an easement was granted to the Water Division for the installation of a copper water main to replace a highly corroded 2-inch steel water line that was previously installed in 1931 on private property. A 2-inch copper water main supplying water to three homes was installed and activated during 2002 by the Water Division to complete the project.

In order to avoid any water service disruption, countless hours were spent locating and marking out the water mains and services for construction crews reconstructing Faculty Street – Springfield Street this past year.

The Wilbraham Water Division placed **1st** again the Commonwealth of Massachusetts Department of Environmental Protection (DEP) Public Water System (PWS) Awards Program for 2002. Congratulations to the Water Division employees for their contribution to make this happen. Wilbraham actually tied the City of Boston for top honors making 2002 the second consecutive year that Wilbraham has received top honors. Our award category is for consecutive water systems, which is defined as systems that purchase their water from another source. The Massachusetts DEP regulates, evaluates and scores all PWS's in the Commonwealth each year. Scoring is based on a points system that is determined by compliance with drinking water regulations such as water quality, water distribution and treatment issues, adhering to the DEP sampling schedule and documentation. Each PWS score is then ranked in a category classification for the PWS Awards Program. There are 54 water systems in our category and Wilbraham has been rated in the top three spots for eight consecutive years. Previously, the Water Division had placed second or third for six years in a row. Local municipal water systems in our category include Agawam, Chicopee, East Longmeadow, Longmeadow and South Hadley.

Board of Water Commissioners
Zigmund Peret, Chairman
William Baldwin
Albert Kirk

Employees
Mike Framarin, Water Superintendent
Anthony Garceau
Bob Gibson
Kevin Shaw
Bill Turnberg
Paul Willoughby

LANDFILL/SOLID WASTE DIVISION

The solid waste activities at the landfill site are supervised by Ron Lavoie and supported by one full-time and one part-time employee. The landfill was active until 1995 and was served and supported by the entire Town of Wilbraham. Although the landfill has been closed and capped for seven years, groundwater monitoring, perimeter gas-point monitoring, site inspections, and associated reports are completed by the Engineering Division and the town's consultant, Tighe & Bond throughout the year as part of the mandatory post closure regulations set by the Department of Environmental Protection.

The landfill property is currently permitted as a Disposal and Recycling Center (DRC) as well as a composting site. User fees collected for the DRC are used to pay a private hauler to transport the solid waste from the transfer station to ECO/Springfield, in Agawam, where it is burned to make electricity. User fees are also used to pay for the hauling and disposal of various recyclables. Until recently, recycling grants were available to reduce the cost of recycling to the users. Recent economic hardships have reduced the amount of funds available for recycling grants.

Wilbraham residents have the option of purchasing a yearly landfill sticker to use the facility, or paying a private hauler to provide curbside pick-up. Private haulers are not permitted to use the Wilbraham transfer station and are encouraged to utilize ECO Springfield. This year 1878 tons of municipal solid waste (msw) was collected in at the DRC and transported to ECO / Springfield.

On a regular basis landfill personnel clean up the disposal area, maintain the landscaping around the dog pound, maintain the composting piles, and monitor the disposal area to confirm that all residents have a sticker on their vehicles and a sticker on each trash bag.

Throughout the year, landfill and highway personnel mowed the landfill cap routinely, cleaned the retention basin, cleaned surrounding drainage swales, and cut brush around the perimeter of the entire facility. In addition, they chipped brush, and screened compost to make loam for town use. Approximately $20,000 worth of loam was donated to the Recreation Department for the new field at Spec Pond.

The DRC operating hours are as follows:

Winter (September 1 – April 30)		**Summer (May 1 – August 31)**	
Monday	Closed	Monday	Closed
Tuesday	7:30 a.m. – 3:00 p.m.	Tuesday	7:30 a.m. – 3:00 p.m.
Wednesday	7:30 a.m. – 3:00 p.m.	Wednesday	12:00 p.m. – 7:30 p.m.
Thursday	Closed	Thursday	Closed
Friday	7:30 a.m. – 3:00 p.m.	Friday	7:30 a.m. – 3:00 p.m.
Saturday*	7:30 a.m. – 3:00 p.m.	Saturday*	7:30 a.m. – 3:00 p.m.
Sunday	Closed	Sunday	Closed

* Extended hours the first 2 Saturdays in May and the first 2 Saturdays in November (7:30 a.m. – 5:00 p.m.).

ENGINEERING DIVISION

The Engineering Division serves as a liaison for the residents between DPW, town departments, town organizations, state and federal agencies, and other municipalities. Engineering also provides support for public-works related activities within the town, including but not limited to, construction, drainage problems, potholes, water/sewer billing, septic systems, driveways, stop sign requests, road damage, potable water issues, trash disposal, public sewer blockages, snow removal, roadside mowing, field maintenance, sidewalks, traffic, and town maps (GIS). The following is a list of some of the daily business activities completed by the Division:

Drainlayers' (Sewer Installers') Licenses	9
Pavement Cut/Driveway Permits and Inspections	89
Residential Inquiries Reported and Investigated	approx. 4000
Sanitary Sewer Connection Permits and Inspections	13
Septage Haulers' Licenses	3
Septic System Installers' Licenses	21
Water Installers' Licenses	4
Water and Sewer Semi-Annual Bills	3400
Backflow Bills	25

Throughout the year Engineering also worked on additional projects summarized below.

- Prepared DPW budgets.
- Reviewed subdivision plans, performed routine construction inspections and adjusted performance bonds for developers as work completed.
- Reviewed site plans for Board of Appeals, Conservation Commision, and Planning Board.
- Assisted in amending Subdivision Regulations.
- Worked on new Federal Phase II Stormwater requirements.
- Provided Technical Support for the Flood Hazard Mitigation Plan.
- Prepared bid documents for DPW truck.
- Coordinated renewal of solid waste and wastewater contracts.
- Worked with PVPC to maintain the regional pavement management database.
- Continue to develop the parcel information for the GIS.
- Prepared Mass. Chapter 90 reimbursement packages for completed engineering and road construction projects.
- Assisted Board of Health with septic system inspections and filing procedures.
- Continued preparation for Maynard Road Relocation Project.
- Served as a member of the Joint Transportation Commission which is responsible for reviewing and prioritizing projects eligible for federal and state funding.
- Continued coordination of Red Bridge Road Bridge and Cottage Avenue Bridge design.
- Addressed various issues regarding Springfield St./Faculty St., Boston Rd./Stony Hill Rd., and Boston Rd. paving projects.
- Worked on GIS road and water project.
- Continued planning and engineering for Municipal Well Project.
- Served as a member of the Local Emergency Planning Commission (LEPC)

- Served as a director of Tri-County Highway Superintendents Association, which keeps cities and towns informed on current State and Federal Highway issues ranging from funding to law changes.
- Attended weekly selectmen's meetings.
- Performed landfill/transfer station inspections, gas and groundwater monitoring and prepared mandatory environmental reports with assistance from Tighe & Bond (town consultant) to remain in compliance with landfill closure requirements established by DEP.
- Prepared annual solid waste/recycling reports for DEP.
- Provided oversight for recycling grant expenditures provided to the town.
- Maintained office files.
- Monitored landfill and engineering expenditures.
- Completed semi-annual water/wastewater billing.
- Inspected new wastewater connections and driveway installations.
- Continued wastewater flow monitoring throughout town.
- Provided engineering support for wastewater pump station analysis.
- Attended monthly meetings with Sewer Advisory Board
- Attended MWRA meetings.
- Served as a member of Chicopee Valley Aqueduct (CVA) Working Group, which organizes projects for the CVA.
- Coordinated and supervised DPW projects for Minnechaug student internships.
- Prepared for and attended Capital Planning, Finance Committee, department directors, and financial staff meetings.

Employees

Tonya Basch, Assistant Town Engineer
Donna Daviau, Administrative Assistant
Krystine Viess, Administrative Assistant

The staff in the DPW are exposed to and work in the harshest conditions: Severe cold, snowstorms, heat, flooding, all hours of the day, bees, mosquitoes, traffic, poison oak, sumac, ivy, hazardous wastes, fires, heavy equipments, saws, confined space, mowers, heavy lifting, etc. These employees often times are doing jobs that not many people would ever care to do. My respect, admiration and thanks for all their hard work and accomplishments this past year.

Edmond W. Miga, Jr., P.E.
DPW Director/Town Engineer

Recycling Coordinator

An eventful year in the recycling field has come to fruition with interesting trends on the horizon. Wilbraham continues to be a leader in recycling in western Massachusetts.

A federal requirement, effective April 1, 2002, prohibited propane tanks with an overfill prevention device (OPD) from being refilled. A collection was held on March 23rd at the Disposal and Recycling Center (DRC) on Boston Road. A staggering 372 tanks were turned in for responsible disposal. A second collection was held May 11th, with an additional 296 tanks brought in. The final opportunity to dispose of the obsolete tanks was at the regional household hazardous waste day on September 14. On that day, 120 tanks were sent off with our vendor Tank Recyclers. The total propane tanks collected was 798.

A new program for the collection of redeemable containers began in January of 2002 by local Cub Scout Pack #359. A roll-off container and table were put in the recycling area for the collection. This project was intended as a fund raising mechanism to revolve amount all the town's scout groups, as well as other charitable organizations. The scouts of Pack 359 worked hard and did a great job making this endeavor a tremendous success.

The collection of paint and paint-related projects exceeded expectations for yet another year. Six Gaylords (4'X4'X4') of cardboard boxes, three of latex paint, three of oil-based paint, and approximately 1800 cans were picked up by Clean Harbors. The frequency of the program greatly expanded, with the month of October having a collection day at least once a week. The demand for this service will require expanding the number of collection days in the coming year. Many Wilbraham citizens took home cans of paint for reuse, predominately white. Hopefully, next year, there will be shelves in the shed to optimize viewing of cans for reuse.

Mid-year we changed vendors for the cathode ray tube (CRT) program, which includes computer monitors and televisions. As of July 1st, a disposal fee of six stickers at .80 a piece (approximately $5.00), was imposed. As a result, the of tonnage of CRT's decreased dramatically. Our new vendor, Supreme Computer (East Coast Recycling), provides us with a 20-yard container and a significant savings of 25% on disposal costs. This program is being partially funded by the Massachusetts Recycling Incentive Program (MRIP) grant. MRIP year five (phase one) is complete. There are two levels of funding: basic and advanced. Wilbraham again qualified for the advanced level and consequently received additional, much needed monies. Phase two has been suspended due to the fiscal crisis in the state.

On Saturday, September 14, 2002, Wilbraham again hosted a regional residential household hazardous waste day in the parking lot area of Hampden-Wilbraham Regional High School. Seven communities participated: Longmeadow, Hampden, Ludlow, East Longmeadow, Wilbraham, and Palmer. Chicopee utilized a reciprocal agreement and when Chicopee has its hazardous waste day, other towns will be allowed to participate. We also continued the thermometer exchange and collected several hundred. The weather was agreeable, pre-registration allowed inventory of anticipated wastes (consolidation was mentioned during the initial phone contact). It was agreed that waste oil would be taken by our vendor. Past experience showed this to be the most efficient and cleanest way to handle it. However, PCB's were present in the drums of oil, causing an additional charge to be levied, and divided between the participating communities.

A application was written for a grant to complete the chemical clean out of the high school, which had been started the previous year. The Department of Environmental Protection (DEP)

awarded a "Public School Chemical Management Grant Program." A team was formed and attended a training session, which presented the requirements needed to fulfill the grant. A pre-screen date was set for a walk through of the school by the team. The walk through identified safety problems, storage areas of hazardous wastes and unused chemicals, and the volumes involved. The remaining chemicals were identified, separated, and coded. A chemical purchasing criteria and "Material Safety Data Sheets" were developed and supplied. A new experiment procedure was put in place utilizing one-tenth the amount of chemicals, thus reducing the volume of hazardous supplies in the laboratories and increasing safety. Northeast Waste Management was contacted which initiated a "Massachusetts School Mercury Clean-out Project." Mercury-free replacement items were supplied at no cost to the school. Five pounds of elemental mercury, 12 mercury thermometers, four blood pressure units, two large gauges, and a coffee can containing button cell batteries (approximately 10 pounds) were removed for responsible disposal.

As a member of the Springfield Materials Recycling Facility (MRF) Advisory Board, representing medium-sized towns in Hampden County, I chair the Project Committee. We decided to do two new large projects: repair of roll-offs and supply six- and 14-gallon setout bins to any community requesting them. We continue to offer four different types of toter labels and the metal informational signs "Paper" and "Container." The Project Committee also published the newsletter *Recycling Box News*. Our activities are essential in promoting and supporting the recycling efforts of the towns in western Massachusetts.

Our fifth annual "Earth Week Clean-up Day" was held on Saturday, April 13, 2002. Several scout troops volunteered to help at both Spec Pond and Hollow Road. The work involved cleaning the surrounding woods of trash, raking leaves, picking up branches, and a general clean out of the main building at Spec Pond. This annual project is always rewarding because the kids see the results of their work and use the facility throughout the season.

This past year of 2002 has been the most ambitious year in recycling to date. The highlights have been completing the school clean out and finding new vendors for the small metal and CRT's. The new vendors increased the east of operation, resulting in a substantial reduction in cost. The help and cooperation of Rich Vierthaler at the DRC was reflected in the praise and kind remarks made by the residents, and was much appreciated by the Recycling Coordinator. I expectantly look to next year as I enjoy the warm feeling this most productive year exudes!

Marna J. Huber, Recycling Coordinator

Board of Water Commissioners

The Wilbraham Board of Water Commissioners continued the work on established goals to deliver a high quality, reliable, and cost-effective supply of water to the Town of Wilbraham and its customers.

The Water Division Enterprise is fully funded by the rates assessed to water users. No town tax dollars are involved in its operation or budget. The Water Division presently has a single water source, which is under the auspices of the Massachusetts Water Resource Authority (MWRA) to supply all the town's water. The water originates at the Quabbin Reservoir and is piped to Wilbraham via the Chicopee Valley Aqueduct (CVA). Currently the Town is at the midpoint of a 10-year contract with the MWRA, which expires in year 2008. The contract was negotiated with special CVA rates that have proven to be favorable for the Wilbraham water users.

Highlight of the year was the recognition, again, of Wilbraham's water system by the Department of Environmental Protection (DEP) Public Water Systems Awards Program. Compliance with regulatory issues as well as outstanding performance in water supply monitoring, service, and quality earned the department a first place tie with Boston for the top award in its category. A total of 54 water departments participate in the statewide ranking.

The Board was also fortunate in the re-election of Water Commissioner Al Kirk. Mr. Kirk, with over 20 years service and experience on the water board, is in a unique position to maintain continuity in the town's water development and planning process.

Major efforts by the Board of Water Commissioners in 2002 continued to be the search for additional water supply in order to maintain reliable, high quality, and cost effective water for the Town of Wilbraham in the future.

The board continued its pursuit to develop an in-town water supply to supplement water from the Quabbin Reservoir. The new supply would provide a back-up source of water should the Quabbin water be unavailable for any reason and the new source would also be expected to help defray anticipated increases in cost for MWRA supplied water. The cost of raw water has increased as a percent of the water budget from 5% 10 years ago to 40% recently. Testing has confirmed ground water exists in the town that meets Massachusetts DEP standards and requirements. Water quantity and quality was evaluated along with updated information regarding development, construction, and operating costs. At year-end, the board was re-examining prior findings to insure the best overall recommendation is identified. Even after a new source is developed, it is expected that the Quabbin Reservoir supply will continue to be the primary water source for the town with the new supply being used as a supplement and for emergency back-up purposes.

The water board continued their support during 2002 of water system infrastructure improvements, including the expansion of the water main network to include additional blocks of residents and the looping of existing water branches when feasible.

Finally the Board of Water Commissioners expresses it's appreciation for the hard work, the conscientious efforts, and a job well done by water department employees, office support staff and Superintendent Mike Framarin.

Zigmund A. Peret, Chairman
Albert E. Kirk
William Baldwin

Tree Warden

The mild winter and lack of storm-related tree damage allowed the Tree Warden to work within the limited budget during 2002. In all, 12 trees were removed from storm-related damage, and 16 trees required pruning of storm-damaged limbs. Heavy dead wood was removed from six trees as well as miscellaneous pruning. Contractors removed 14 dead or dangerous trees.

Most of the tree removal, pruning, and dead wood removed was a direct result of citizen complaint calls. This will have to be our standard procedure as long as we operate on a limited budget.

Gordon R. Long, Tree Warden

Pest Control

The pest control program in Wilbraham is concerned with the control of various insect and plant pests such as Dutch elm disease, poison ivy, gypsy moths, tent caterpillars, and other insects that attack our trees. The Pest Control Officer is responsible for the suppression of these pests on town-owned property and is under the jurisdiction of the Department of Environmental Management (DEM) of the Commonwealth of Massachusetts (specifically General Laws, Chapter 132, Section 13).

In 2002, we removed four diseased elm trees and treated one tree near the police headquarters on Main Street. Poison ivy control was continued on Main Street from Memorial School to the Hampden town line, Mountain Road and sections of Glendale Road. Mosquito larval control was accomplished by residents using B.t.i. briquettes for standing water. Briquettes were made available free to residents at the Town Office Building.

Gordon R. Long, Pest Control Officer

See Page 105 for Public Health Information on West Nile virus and mosquito control issues

Police Department

I. CRIMINAL COURT COMPLAINTS

PRIMARY ARRESTING OFFENSE

RAPE	6
ROBBERTY	2
ASSAULT AGGRAVATED	15
ASSAULT SIMPLE	18
INTIMIDATION	0
ARSON	0
RESTRAINING ORDER VIOLATION	5
BURGLARY/BREAK & ENTER	8
SHOPLIFTING	11
THEFT FROM BUILDING	3
THEFT FROM MOTOR VEHICLE	3
ALL OTHER LARCENY	13
MOTOR VEHICLE THEFT	3
FALSE PRETENSES/SWINDLE	10
EMBEZZLEMENT	1
STOLEN PROPERTY OFFENSES	9
VANDALISM	7
DRUG/NARCOTIC VIOLATION	45
WEAPON VIOLATION	1
BAD CHECKS	4
DISORDERLY CONDUCT	11
DRIVING UNDER THE INFLUENCE	45
PROTECTIVE CUSTODY	15
FAMILY OFFENSE/NON-VIOLENT	1
LIQUOR LAW VIOLATION	15
RUNAWAY	5
TRESPASS OF REAL PROPERTY	1
ALL OTHER OFFENSES	85
TRAFFIC/BY-LAW	136
TOTAL	**590**

II. PERSONS ARRESTED OR CHARGED OFFENSE TYPE

A. Criminal	286
B. Motor Vehicle	288
C. Protective Custody	16
TOTAL	**590**

III. PERSONS ARRESTED OR CHARGED BY AGE

A. Adults	543
B. Juvenile	47
TOTAL	**590**

IV. PERSONS ARRESTED OR CHARGED BY OFFENSE TYPE/AGE

A. **Criminal**	
Adults	243
Juvenile	43
B. **Motor Vehicle**	
Adults	284
Juvenile	4
C. **Protective Custody**	
Adults	16
Juvenile	0
TOTAL	**590**

V. PERSONS ARRESTED OR CHARGED BY SEX

A. **Adults Charged**	
Male	421
Female	106
B. **Juvenile**	
Male	42
Female	5
C. **Adults placed in protective custody**	
Male	14
Female	2
D. **Juveniles placed in protective custody**	
Male	0
Female	0
TOTAL	**590**

VI. PERSONS INCARCERATED BY AGE/SEX

A. **Adults**	
Males	211
Females	34
B. **Juveniles**	
Males	18
Females	2
TOTAL	**265**

VII. UNIFORM TRAFFIC OFFENSES

	civil	warning
Violate RMV Rules & Reg	54	46
Stop sign/Red lens violations	54	50
No right turn on red	0	0
Improper pass/Marked lanes	40	45
Seatbelt	45	7
Child restraint	8	0
Passing school bus	1	2
Speeding	397	503
Fail inspect MV	147	101
Defective equipment	37	68
Unregistered MV	19	3
No license/Reg in possession	21	17
All other moving violations	66	79
Recreational vehicle violation	7	0
TOTAL	**896**	**921**

VIII. MOTOR VEHICLE VIOLATIONS BY TYPE

A. Uniform Traffic Citations	896
B. Warnings	921
C. Parking Violations	37
TOTAL	**1854**

IX. UNIFORM CRIME REPORT (FBI CRIME INDEX OFFENSES)

Forcible Rape	1
Robbery	3
Assaults	95
Burglary	37
Larceny-Theft	215
Motor Vehicle Theft	24
Arson	0
TOTAL	**379**

X. BURGLARY BREAKDOWN

Forced Entry	26
Unlawful Entry	8
Attempted Forced Entry	3
TOTAL	**37**

XI. LARCENY BREAKDOWN

Larceny over $ 250	65
Larceny between $50 & $200	47
Larceny less then $ 50	103
TOTAL	**216**

XII. VEHICLE ACCIDENTS

Fatal Accidents	0
Personal Injury Accidents	83
Property Damage Accidents	296
Hit & Run Accidents	29
TOTAL	**362**

XIII. PERSONS INJURED IN M/V ACCIDENTS

Persons Killed	0
Persons Injured	107
TOTAL	**107**

XIII. OTHER ACTIVITY PUBLIC LOG

Call Incidents	13,277
Call Incidents needing further invest	1127
Alarms investigated	1124
Lost/Missing Persons	40
Summons Served/ Various Jurisdiction	70
Suspicious Persons/Activity	1462
Deaths Investigated	3
Complaints/Obscene/Harassing Phone Calls	47
Towed M.V.'s	446
Domestic Disturbances	97
Vandalism	199
Unsecured buildings	14

XIV. STOLEN PROPERTY BREAKDOWN

There was a total of $ 29,731.00 taken in breaks into homes.
There was a total of $ 2,795.00 taken in breaks into businesses.
There was a total of $ 113,653.00 taken in larcenies.
There was a total of $ 211,328.00 taken in motor vehicle thefts.
There was a total of $ 19,845.00 taken in robberies.
There was a grand total of $ 337,352.00 in property stolen in town in 2001.

XV. RECOVERED PROPERTY

There was a total of $152,163.00 in stolen property recovered.

XVI. COURT ACTIVITY

A. Arraignments	
Adults	535
Juveniles	35
A. TOTAL	**570**
B. Pretrials	
Adults	627
Juveniles	42
B. TOTAL	**669**
C. Trials	
Adults	69
Juveniles	2
C. TOTAL	**71**
D. Hearings	482
Show Cause Civil	290
Show Cause Criminal	192
Grand Jury	9
Motions	18
Pretrial Conferences	627
D. TOTAL	**1618**

XVII. PERMITS ISSUED

Pistol Permits	205
F.I.D. Cards	28

XVIII. FEES COLLECTED

Pistol Permits	$3,850.00
F.I.D. Cards	$ 625.00
Video/Report Requests	$2,050.75
Dealer Permits	-0-
Fingerprint Cards	-0-
Restitution Checks	-0-
TOTAL	**$6,525.75**

STATISTICAL COMPARISON FOR UNIFORM CRIME REPORT-FBI CRIME INDEX

	2001	2002	% CHANGE
Criminal Homicide	0	0	-0-
Rapes	3	1	-66.6%
Robbery	1	3	+200.0%
Assault	97	95	-0.2%
Burglary/Resident. & Business	50*	37	-26.0%
Larceny	247*	215	-12/9%
Auto Theft	22	24	+9.0%
Arson	2	0	-200.0%
TOTAL	**425**	**379**	**-10.8%**

* change in state/federal reporting criteria

STATISTICAL COMPARISON FOR W.P.D. ACTIVITY INDEX

	2001	2002	% CHANGE
Call Incidents	14690	13,277	-9.6%
Written Complaints	1352	1127	-16.6%
Alarms Responded To	989	1124	+13.7%
Protective Custody	37	16	-56.8%
Criminal Arrests	366	286	-21.9%
Motor Vehicle Arrests	414	288	-30.4%
Vandalism	224	199	-11.1%
Domestic Disturbance	75	97	+29.3%
Motor Vehicle Accidents- Fatal	2	0	-200.0%
Motor Vehicle Accidents- Injury	132	83	-37.1%
Property Damage	241	296	+22.8%
Motor Vehicle Accidents- Total	408	362	-11.3%
Hit & Run Accidents	33	29	-12.1%

MOTOR VEHICLE VIOLATIONS CITED

	2001	2002	% CHANGE
Civil	1182	896	-24.2%
Warnings	1413	921	34.8%
Arrest	415	288	-30.6%
Criminal	968	286	-70.5%
TOTAL	**3978**	**2391**	**-39.9%**

UNIFORM CRIME REPORTING CLEARANCE RATES

	2001	2002
First 6 Months	42.1%	32.4%
Second 6 Months	24.0%	25.2%
TOTAL YEAR	**30.8%**	**28.7%**

FIRE DEPARTMENT

The 23 career and four on-call firefighters of the Wilbraham Fire Department were kept very busy in 2002. We responded to 12% more requests for fire suppression/technical rescue assistance then in 2001, conducted 31% more inspections, saw a 4% increase in people receiving education and training from our Public Educators, issued 6% more permits , and collected 19% more in fees for services that was deposited into the General Fund of the Town.

There is one statistic that has been consistently declining, and it is one Department personnel are proud of. The number of structure fires we respond to, incidents where the fire has started within a structure and extended beyond the area of origin, requiring the use of an extinguisher or hose line to suppress, has dropped 50%. We take pride in our efforts to prevent fires through aggressive public education and fire prevention inspection programs, which has resulted in fire losses of less then $15,000 for 2002.

Fire Inspector Nick Yarmac attended a two-week program on management of a fire inspection program, conducted by the National Fire Academy in Emmitsburg, Maryland, and brought his

new skills back to Wilbraham, improving our inspection program. The efforts of our SAFE Education Team, Firefighters Wendi Denning, Bill Manseau, Dave Bourcier, Bill Sears and Lisa Clarkson, have continued to develop more fire safety programs.

Along with the inspection and education programs, this achievement is the result of your cooperation in making your residence and place of business safe, but also due to the professionalism and dedication of your firefighters. Department personnel have participated in an internal training program, amassing more then 800 hours of on-duty training and over 200 hours of off duty training, focused on improved fire suppression and personal safety. Several members continue to pursue college degrees in Fire Protection and Emergency Management, with one enrolled in a Master's program, two enrolled in a Bachelor's program, and several in the Associate's program at Springfield Technical Community College. Several members have also attained new certifications as Fire Officer I, Fire Instructor I, and Public Educator.

In 2002, the On Call Department saw the resignation of three of its five members and the hiring of two replacement firefighters. Call Firefighters Bruce O'Keefe and Liz Dempsey resigned because of changes in their primary employment and Call Firefighter David Bienvenue resigned due to the demands of his full time job. These three firefighters served the Town well and will be missed. We wish them well in their new endeavors.

Richard Hatch was appointed to the Call Department in December and started the Call Firefighter Recruit Training Class conducted by the Massachusetts Firefighting Academy in February of 2003. He is among a group of 35 call firefighters from several Hampden County fire departments who are attending this program, which is the first one to be taught by the Massachusetts Firefighting Academy in Hampden County. Jason Martin was awaiting appointment to a second on call position at the time this was prepared.

While our human resources remain strong, our physical resources continue to show age. Engine 2, a 1971 fire pumper, was removed from service because it needed over $45,000 in repairs. The Department is slated to receive funding in FY 04 for a replacement rescue pumper as part of the Town's Capital Plan Budget. The rescue pumper will provide a basic fire pumper and consolidate all our vehicle extrication tools onto one truck. A new hydraulic rescue tool will be purchased, replacing one put into service 15 years ago.

This will supplement the new quick attack/forestry unit slated to enter service by July 2003. This vehicle will be able to respond to a variety of incidents with basic tools for initial fire attack and emergency medical services. It will also allow access up long driveways to remote homes without damaging the vehicle, as is often the case with our full size trucks.

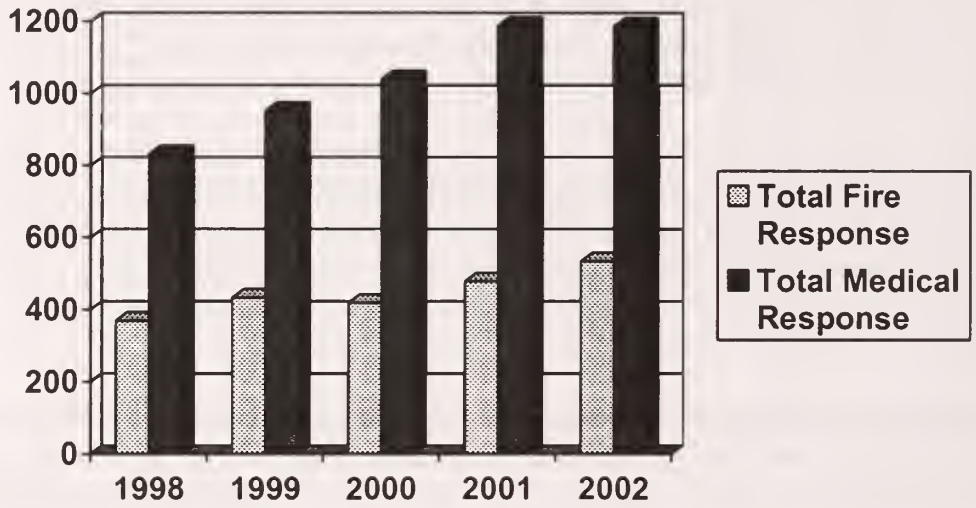
Because of the weak economy, the quest for a new Public Safety Facility has been targeted for 2005, at the earliest. The Headquarters Station continues to pose life safety, privacy, and health issues for the on duty staff. A request for $85,000 has been made to provide an interim response to these issues until major capital funds become available. I request your thoughtful support of this request, as the current conditions need to be addressed as soon as possible. I invite you to visit our Boston Road facility and see first hand the conditions fire department personnel operate from.

Each year, I acknowledge the efforts of the firefighters union, Local 1847 of the IAFF, and the Call Firefighter's Association for their efforts in meeting the needs of the community. This year, they deserve extra recognition for their dedication and focus on providing excellent emergency services from cramped and overcrowded quarters. The support of the Board of Fire Commissioners and Ambulance Oversight Committee, and the direction given by our Medical Director, Dr. Larry Robbins, is invaluable and truly appreciated.

As Chief, I care about my community and my Department. I am proud to say the members of your Fire Department care about you and will be there when you need us. When seconds count, count on us!

Kenneth R. Willette, Fire Chief

Fire Department Activity



Fire Emergency Responses	2002	2001	2000	1999	1998	
Structure fires	6	14	13	16	14	*There was a 12% increase in Fire Emergency Responses, 2002 vs. 2001*
Vehicle fires	12	6	11	9	13	
Electrical Fires	26	29	19	17	13	*There was a 44% increase in Fire Emergency Responses, 2002 vs. 1998*
Carbon Monoxide	3	8	13	16	20	
Alarm Activation's	154	160	137	133	111	
Mutual Aid Given	16	9	10	19	2	
Other Fire Calls	316	253	216	197	224	
TOTAL Fire Responses	**535**	**479**	**419**	**434**	**370**	***$721,050 of property was endangered and total losses are estimated at $12,500, a loss ratio of 1.67% and protected ratio of 98.33%***

Emergency Medical Responses	2002	2001	2000	1999	1998	
Ambulance Transports	1050	914	751	651	572	*There was a 15% increase in ambulance transports, 2002 vs. 2001 and a 83% increase over 1998*
Emergency Call/ No Transport Given	136	274	289	301	260	
TOTAL Medical Responses	**1186**	**1188**	**1040**	**952**	**832**	
Total Fire Department Emergency Responses	**1721**	**1667**	**1459**	**1386**	**1202**	*There was a 3.2% increase in total fire department responses, 2002 vs. 2001 and a 43% increase over 1998*

Public Education/SAFE Program: 2010 students participated,(4% more then 2001)
Fire Prevention Inspections: 955,(1 more then 2001)
Permits Issued: 1258, (6% more then 2001)
Fees Collected and Turned Over to Treasurer: $ 14,102,(19% more then 2001)
Department In Service Training: 1,982 Contact Hours

Fire Department Roster

Position and Name	Serving Since	
Board of Fire Commissioners		
Alton McDonald, Chairman	1984	
John Sampson	1996	
Gary Petzold	1999	
Medical Director		
Larry Robbins, MD	1994	
Fire Chief & Forest Warden		
Kenneth R. Willette*	1977	EMT/Defib
Administrative Assistant		
Lena McCaffrey	1989	
Ambulance Billing Clerk		
Ann Miller	2000	
Fire Inspector		
Nick Yarmac	1976	Senior Firefighter,Cert. HazMat Tech; EMT/Defib
Captains		
Erv Laware	1974	EMT/Defib
Fran Nothe	1978	Asst. Fire Inspector; Arson Investigator; EMT/ Defib
Karl Nelson	1977	Dept. Webmaster; EMT/Defib
Tom Laware	1975	EMT/Defib
Firefighters/EMT's		
Richard Ramponi	1979	Senior Firefighter, EMT/Defib
Scott Facey	1979	Senior Firefighter, EMT/Defib
David Bourcier*	1987	Senior Firefighte, EMT/I; SAFE Educator;
Pete Nothe*	1987	Senior Firefighter, EMT/P;
Tom Shaw*	1988	EMT/I
Neal Johnson	1988	Asst. Maint. Coordinator; EMT/Defib
Russell Mitchell	1989	EMT/Defib
Glenn Trevallion*	1990	Training Coordinator; EMT/Defib; Dive Team
William Manseau*	1993	SAFE Educator; EMT/I

Wendy Denning*	1995	SAFE Educator; Dive Team; EMT/I
Dan Corliss*	1998	Firefighter/ Paramedic
William Sears*	1998	Firefighter/Paramedic; Dive Team; SAFE Educator
Lisa Clarkson*	1998	Firefighter/ Paramedic
Paul Budaj*	1998	Firefighter/Paramedic
Anthony Cerini*	1999	Firefighter/Paramedic; Emerg. Med. Services Coor.
Joshua Mullen*	2000	Firefighter/Paramedic
Dane George*	2000	Firefighter/Intermediate (Paramedic student)

Call Firefighters

Mark Haraysz	1970	Senior Call FF
David Bienvenue	1991	Industrial Specialist (resigned 11/02)
Richard Chase	1993	EMT/Defib
Liz Dempsey	1998	EMT/I (resigned 9/02)
Bruce O'Keefe*	1998	EMT/Defib (resigned 6/02)
Richard Hatch, Jr.	2002	EMT/Defib, Trainee

NOTE: All Career Members are Emergency Medical Technicians
* = Certified Firefighter or Graduate of Mass. Fire Academy Recruit Training
EMT/I = Intermediate Level Emergency Medical Technician
EMT/Defib = Emergency Medical Technician trained in Semi-automatic Defibrillation

CENTRAL DISPATCH

The personnel in Central Dispatch rely on their training and experience to provide the vital link between the public and the town's emergency services 24 hours a day, seven days a week. Central Dispatch is the primary answering point for the Town of Wilbraham's enhanced 9-1-1 system as well as the primary answering station for all the published emergency numbers for the town.

The Central Dispatch personnel have been trained, tested, and certified as Emergency Medical Dispatchers. This training enables dispatchers to provide pre-arrival medical instructions to callers with medical emergencies, in some cases starting life-saving procedures prior to the arrival of an ambulance.

Central Dispatch also serves as the town's 24-hour-a-day non-emergency information center, often being called upon to answer questions or pass on information pertaining to weather, school closing, road conditions, and other public concerns.

Tom Cortis, Supervisor

David Clark	Linda Ely	Anthony Gentile
Lisa Corriveau	Linda Flood	Mark Ouimet
Mark Duclos	Nancy Frappier	Shirley Rae
		Kimberly Rasbeck

Board of Fire Commissioners

The Wilbraham Board of Fire Commissioners is appointed by selectmen to provide oversight to the management of the Fire Department. Individual members are appointed for three-year terms, with appointments on a staggered basis.

In 2002, there was an increase in emergency fire calls. Department personnel responded to 535 calls requiring the response of a fire engine. This is a 12% increase over 2001 and 44% over 1998. We invite you to refer to the detailed response analysis included in the Town Report for a breakdown on the nature of these calls.

We have reviewed the Capital Equipment Replacement Plan prepared by Chief Willette and support his efforts to receive funds in an organized manner to replace large capital items, such as fire apparatus and equipment. Currently, a replacement date and projected cost is identified for each major piece of equipment and has been presented to the Capital Projects Committee for inclusion in their Five-Year Plan.

Out of respect to the taxpayers, the quest for new facilities to house the department fleet and personnel, while providing a central location from which to respond, has been delayed for at least three years. While this is prudent in the long term, it creates a short-term crisis for the Fire Department. Existing facilities are inappropriate for the workforce and the mission being performed from the Headquarters Station. The reality is, our firefighters continue to work from a facility that was designed to support an on-call fire department with few full-time personnel and fire trucks the size of a U-Haul or Ryder rental van, not the heavy-duty trucks of today's fleet.

A request for $85,000 has been made to provide a band aid to this crisis. If approved, this appropriation will allow for the administrative offices to be relocated to temporary trailers on site and the current administrative offices be converted to provide a dormitory, training, and shift commanders office. Additionally, the ready room will be updated, the locker room moved out of the boiler room., and a women's washroom installed. One apparatus stall will be modified to allow garaging of the new quick attack unit, due to be delivered by June 1, 2003. We support this request and ask your support at Town Meeting for this appropriation.

Alton McDonald, Chairman
John N. Sampson
Gary Petzold

Local Emergency Planning Committee

During 2002, the Local Emergency Planning Committee met four times. Along with receiving Tier II Chemical Inventory Reports from four businesses in Wilbraham, the committee also worked to improve safety in Wilbraham schools and exercise our readiness to respond to a

chemical release. Using funds appropriated by the last Annual Town Meting, basic supplies were purchased for our emergency shelters and volunteers were recruited to staff these shelters.

Working with Town Recycling Coordinator Ms. Marna Huber, Wilbraham received a grant from the Massachusetts Department of Environmental Protection to conduct an inventory of chemicals stored in Wilbraham public schools. After conducting on-site inspections, several hundred pounds and tens of gallons of chemicals used for classroom instruction and facility maintenance were identified as being excess to the schools' needs. These were gathered up, professionally packaged, and removed for safe disposal. This program resulted in safer schools by reducing the amount of chemicals stored on site and improved air quality by reduction in chemical vapors that might be leeching into the building.

With Ms. Huber's cooperation, we also assisted in two other programs. The annual Hazardous Waste Collection Day for residents was conducted at Minnechaug Regional High School and was extremely successful. Two propane tank collection events were held, to accept older style, outdoor grill-size propane tanks no longer considered safe due the lack of an approved overfill protection device. Over 700 tanks were collected and safely recycled.

With assistance from Public Health Nurse Ms. Claudia Considine, and Director of the Senior Center Ms. Dorothy Hooper, basic supplies for our shelters were purchased and 150 nurses and medical professionals recruited to staff our shelters to provide basic medical care and comfort. The American Red Cross conducted a basic orientation for these volunteers and additional training is planned in 2003.

Your Local Emergency Planning Committee draws upon the skills and talent of it's 17 members to develop the most effective emergency response system possible for Wilbraham. Additional volunteers to assist in shelter staffing and support positions are always welcome. Please contact Fire Chief Kenneth Willette or Fire Inspector Nick Yarmac at 596-3122 if you are interested or would like to know more about the role of the Wilbraham LEPC.

Kenneth R. Willette, Fire Chief
LEPC Chairman and Emergency Manager

LEPC Members

Kenneth R. Willette, Fire Chief
Nick Yarmac, Co-Chair
Allan M. Stratton, Police Chief
David W. Barry, Selectman
William J. Fogarty, Town Administrator
Edmond Miga, Director, DPW
Tom Cortis, Dispatch Supervisor
Dorothy Hooper, Director, Elder Affairs
Caroline Cunningham, Director, WPATV
Stoughton Smead, Conservation Comm.
Lorrie McCool, Health Agent
Ralph Guyer
Brad Pinney
Robert A. Ruszeck
Holly Jerdi, Friendly's Inc.
Richard Scortino Regional Schools
Medical Advisor: Claudia Considine, R.N., Public Health Nurse

Emergency Management

For many years, our community has been a small, suburban town that was aware of world events

mainly through the media. Issues of homeland protection and security were mainly metropolitan and urban center issues. Wilbraham's focus on emergency management was planning for winter storms and other events of nature.

In 2002, a paradigm shift occurred in emergency management. The federal government placed new emphasis on homeland security and directed the states to follow this lead. In Massachusetts, the Executive Office of Public Safety, led by Secretary James Jajuga, forged a coalition of public agencies, representing a cross-section of elected and appointed officials, in the Statewide Anti-terrorism and Unified Response Network (SATURN)Team. For the first time in the state's history, dozens of state, federal, and local agencies were brought together for joint training. This resulted in opening lines of communications and increased sharing of information, two tools vital to ensure our homeland security.

In the Wilbraham Police and Fire Departments, all personnel received a three-hour orientation to the SATURN concept and a brief review of incident management practices. Line supervisors and command officers attended a 12-hour program on the use of a unified incident management system , providing a base knowledge that can be used in any large-scale incident, not just terrorist events.

It does not appear there will be a retreat from the focus of homeland security in the coming year. Quite the opposite, with discussions of small pox inoculations and other pre-event plans being discussed, there will be continued -- and most likely increased -- emphasis placed on homeland security.

In 2002, the town received a grant from the Massachusetts Emergency Management Agency (MEMA) to prepare a Flood Hazard Mitigation Plan. This Plan currently exists in a draft form, and has been reviewed by the selectmen and, after review and feedback from the public, will be submitted to MEMA for acceptance and hopefully, future grant dollars to implement the Plan's recommendations.

The town also received a cache of six portable radios from MEMA to be used by any local community experiencing a large-scale emergency. These operate on the Commonwealth of Massachusetts 800 MHZ frequencies and have the ability to transmit statewide, allowing seamless communication between local emergency sites and communication centers in the far corners of the state. The cache is valued at $14,000 and Wilbraham was selected as a receiving site because of its participation and the strong support of the selectmen in regional emergency management and planning.

Members of the Wilbraham emergency management team include Assistant Emergency Manager Paul Civetti and Bob Hassett, joined by Caroline Cunningham, Dorothy Hooper, Ed Miga, Claudia Considine, Lori McCool, Chief Allen Stratton and the members of the police and fire department , along with Bill Fogarty and the Board of Selectmen. I thank them for their support and direct involvement in emergency planning, it has made Wilbraham a safer community.

Kenneth R. Willette, Emergency Manager

AMBULANCE OVERSIGHT COMMITTEE

The Ambulance Oversight Committee met three times during 2002 , conducting joint meetings with the Board of Fire Commissioners. Both of these groups provide advice and oversight to Chief Willette: the Board of Fire Commissioners on department fire and rescue operations, and the Ambulance Oversight Committee on department emergency medical services. The joint meetings allow for a broader picture of department activities to be seen and considered when advising the chief.

In 2002, a savings of overtime and increased operational readiness illustrated the positive impact of hiring a new career firefighter using ambulance receipts. This one position saved over $4,000 in overtime that would have been charged to the General Fund and over $6,000 in overtime that would have been charged to ambulance receipts. The department was able to respond the second ambulance using on-duty staff over thirty times, allowing an immediate response to multiple medical calls.

We support the hiring of a second career firefighter using ambulance receipt funds appropriated by last Annual Town Meeting, but with concern for the current state of the economy and municipal budgets, have deferred filling this position until the last quarter of FY 03 at the earliest.

Firefighter Josh Mullen successfully completed paramedic training, becoming the 7th paramedic assigned to the department. Firefighter Dane George is enrolled in a paramedic class starting in late January, with a projected completion date of fall 2004, giving us the eight paramedics needed to comply with the minimum established by the Office of Emergency Medical Services for Wilbraham. Firefighter Anthony Cerini was appointed as the Coordinator of Emergency Medial Services for the Department and assists Chief Willette in managing our emergency medical services for the town.

On January 27, 2002, Medic 2, our newest ambulance, was dedicated to the memory of Firefighter Richard Bousquet, whose nickname was Guido. In dedicating this vehicle, the second ambulance paid for entirely by ambulance receipts, we took time to acknowledge the excellent service provided by the members of the fire department to our town. All 23 career and three on-call members of the department are trained to provide emergency medical care and it is not unusual for firefighters and fire officers, including the chief, to respond to medical calls and provide emergency medical care. We could not ask for a better system to meet the growing needs of Wilbraham.

As a committee, we have eagerly awaited the design and funding of a new Public Safety Facility. Current accommodations for the ambulances and rapid response rescue vehicle are cramped and do not meet the demands of garaging a modern, emergency medical response fleet. Likewise, personnel facilities for training, decontamination, sanitation, and administrative duties are cramped and inefficient. We hope the economy rebounds in the near future, allowing the matter

to come to Town Meeting for consideration in 2005. Until then, we wholeheartedly endorse the request for $85,000 to provide an interim patch to our pressing needs.

Along with the uniformed members of the fire department, the efforts of Administrative Assistant Ms. Lena McCaffrey, and Billing Clerk Ms. Anne Miller, are acknowledged for their business-like approach to ambulance billing and collection procedures. Through their efforts, there has been a better then 80% collection rate. When the contractual allowance Medicare prohibits us from collecting is factored in, we see that rate improve to over 90% of billed amounts accounted for or collected.

Medicare has enacted a new Ambulance Fee Schedule, and we have experienced a drop of $120 in the average amount collected per transport. In spite of this, revenues have remained at the same level of last year, due to a 15% increase in emergency transports over last year (914 in 2001 versus 1050 in 2002). We are in the second year of the five years Medicare is taking to phase in the new fee schedule. The Ambulance Oversight Committee will continue to monitor this and work to ensure adequate reserves are maintained to weather the impact of the next several years.

In closing, the committee has reviewed over a dozen requests for abatements in 2002. These requests are from patients who have been transported and feel they cannot afford to pay the costs, usually because insurance benefits have been exhausted or there was no insurance in place at the time of the ambulance transport. Our first step is to request a partial payment, spread over a reasonable time. If that fails, our next approach is to ask for more information regarding the patient's ability to pay, leading to consideration of a total abatement of the bill. We do not consider an outstanding account as uncollectable until all these attempts have failed.

The town continues to be well served by our emergency medical services team and we look forward to meeting the challenges of 2003.

Alan S. Peck, MD., Chairman
Larry Robbins, DO, Medical Director
Kenneth R. Willette, Fire Chief, ex officio member
Paula L. Chevrier, NP
Bradley W. Pinney
John T. Libel, Esq.

BUILDING DEPARTMENT

The Building Department processes the building, gas, electrical, and plumbing permits for all types of construction within the Town. This includes both new construction and any additions, alterations, renovations, re-siding and/or re-roofing of your home or business. The Building Inspector is Lance Trevallion. Mr. Trevallion is in the Town Office Building on a full-time basis and available to answer any building or zoning questions.

Bernie Sears, plumbing and gas inspector, completed a total of 368 inspections in 2002. Dan Driscoll, electrical inspector, provided 340 inspections. Both the electrical and plumbing

inspectors check in with the Building Office at the end of each day for any inspections that have been requested. A permit is necessary for all plumbing, gas, and electrical work.

This past year has been a very busy year for the Building Department. There has been quite a bit of new development along Boston Road and at the Woods of Wilbraham. A summary of building permits issued this past year is listed below.

Building Permits Issued during 2002

Type of Permit	Number	Estimated Cost
New Single Family Dwellings	51	$ 8,869,300.00
Residential - Addition/Alterations	211	$ 3,733,774.00
New Commercial	3	$ 1,631,000.00
Commercial - Addition/Alterations	6	$ 400,800.00
Swimming Pools	47	$ 493,280.00
Garages	7	$ 228,575.00
Out Buildings	29	$ 93,991.15
Wood Burning Stoves	17	$ 24,490.60
Signs	19	$ 26,380.00
Repair Fire Damage	0	$ 0.00
Demolitions	3	$ 6,000.00
Yearly Totals		**$15,507,590.75**

Lance Trevallion, Building Inspector

PLANNING BOARD

The Planning Board is composed of five members elected to overlapping five-year terms and one associate member appointed to a one-year term. Members of the Planning Board proudly serve the community and receive no paid compensation. The Planning Board is charged under state law with the responsibility for overseeing land use planning in the town of Wilbraham working in close cooperation with the Planning Director and the Building Inspector/Zoning Enforcement Officer. The Planning Board studies the resources and needs of the town, particularly conditions affecting public welfare and safety, and develops the Master Plan and related processes to guide growth and development of the Town; regulates the subdivision of land and the construction of new roadways; grants site plan approval and special permits for various land use proposals required by the town's Zoning By-law; and reviews all petitions for variances and other zoning matters filed with the Zoning Board of Appeals. The board also advises Town Meeting on local issues relating to development and has the primary responsibility for the writing of zoning by-laws, which must by approved by Town Meeting.

The year 2002 was another very active year for the Planning Board. The Planning Board met 20 times and held 12 public hearings, addressing a wide variety of issues and opportunities facing

our community. We are pleased to submit a summary of our activities and accomplishments in 2002.

Development Activity

Despite a weakened economy, the real estate market, fueled by historically low interest rates, remained quite strong in Wilbraham during 2002. As a result, much of our time and energy was focused on reacting to the many residential and commercial projects proposed in the Town during the past year:

- The Planning Board approved 18 nonsubdivision plans submitted by property owners. These are plans that revise existing property boundaries or divide land along existing road frontage and do not require subdivision approval. A total of seven new residential building lots were created on existing town roads through the nonsubdivision process.

- Four residential subdivision plans were reviewed by the Planning Board. Two preliminary subdivision plans were approved: "Bridle Path Estates"—a 7 lot cul-de-sac located off of East Longmeadow Road, and "Sunset Terrace"—an 8 lot cul-de-sac located off of Bartlett Avenue. The preliminary plan is an optional device designed to open negotiations between the Planning Board and developer over the scale and impact of the proposed subdivision. The board approved a plan to extend Wilton Drive, a definitive subdivision plan which was approved in the 1970s but never completed. A definitive subdivision plan entitled "Spring Knoll" consisting of an 8-lot cul-de-sac located off of Glendale Road, remained under review at year's end. Additionally, the Planning Board held frequent meetings with developers to monitor work in the previously approved subdivisions under our jurisdiction. At year's end, 10 subdivisions remained under various stages of construction.

- The Planning Board approved 6 special permit applications: accessory in-law apartments in the Czuber residence at 19 Grassy Meadow Road, the Tardif residence at 84 East Longmeadow Road, and the Devine residence proposed for 23 Wandering Meadows Road; and accessory residential buildings at 755 Glendale Road, 270 Three Rivers Road and 19 Red Bridge Road.

- The Planning Board granted site plan approval for a child care facility at 2141 Boston Road and for a church at 2-6 Stony Hill Road. The Board also approved three applications for site plan approval in the Ridgeline and Hillside Overlay District for proposed residences located at 4 Algonquin Drive, 2 Highview Circle and 8 Iroquois Lane.

- The Planning Board reviewed and granted approval to the Department of Public Works to implement plans to reconstruct a portion of Maynard Road, a designated scenic road.

- The Planning Board reviewed and provided written recommendations on 27 site plan referrals from the Zoning Board of Appeals including plans for a new YMCA facility, a proposed low and moderate income senior housing complex, two new bank branch offices, as well as renovation or expansion plans for a number of existing businesses along Boston Road.

Planning for the Future

As Wilbraham continues to grow and develop, the responsibility of the Planning Board becomes more complex. The energy of market demand brings growth and change on our doorstep and innovations in technology bring new issues for the Planning Board to consider. At times it

seems like a constant scramble to deal with the next issue, meet the next deadline, respond to the next request. However, we believe it is important to be proactive—thoughtfully establishing our own set of clear priorities and focusing on them rather than merely reacting to outside forces. The Planning Board remains committed to guiding growth and protecting the character of the community to the best of our ability using sound planning principles.

Zoning By-Law Amendments. At the Annual Town Meeting voters adopted a number of amendments to the Zoning By-Law sponsored by the Planning Board. The most exciting change was the adoption of a revised zoning map. The existing zoning map was replaced in its entirety with a new and improved computer-generated version which was developed as part of the town's Geographic Information System (GIS) implementation plan. The new zoning map is color-coded and shows zoning district boundaries in relationship to property lines to improve accuracy and ease of interpretation. Although the new map did not substantially change the zoning of the town, some boundaries were slightly adjusted to follow existing property lines and/or to make property more conforming to existing land use. However, two subsequent amendments passed at Town Meeting did make substantive zoning changes to the newly adopted zoning map: a rezoning of 7-8-9 Red Bridge Road from Industrial Professional Office Park General Business (I-POP-GB) to Residential (R-60) and a rezoning of 360-380 Main Street from Residential (R-26) to Neighborhood Office (NO). Other amendments to the Zoning By-Law approved at Town Meeting include (1) technical corrections renumbering outdated cross references in sections 3.3.4, 7.5.7.1 and 7.5.7.2; (2) adding nursing home sign regulations in section 12.5.1; (3) deleting obsolete notice requirements to non-resident owners in section 15.11; (4) expanding the definition of useable land in section 1.3 to include steep slopes; and (5) adding regulations for body art establishments in section 3.4.5.13.

Open Space Planning. Planning for both conservation and development is essential if we are to sustain and protect the character of our beautiful community as well as the quality of life of its present and future residents. Not unexpectedly, some of the vacant parcels that are currently listed for sale or being considered for development are the very same properties that are targeted as high priority parcels for protection in the Wilbraham Open Space Plan. Unfortunately, the cold, hard reality of the financial bottom line often seems to collide with the hopes and dreams of townspeople who want to conserve something as hard to quantify as a beautiful view or a peaceful walk in the woods. Since the passage of Proposition 2½ the town has been less able to afford purchasing land for conservation purposes. To address this problem, the Planning Board wholeheartedly supported the Community Preservation Act referendum that would have established an important new source of revenue to purchase open space funded through a modest surcharge on the local property tax. Although the Community Preservation Act (CPA) referendum was defeated at the ballot box, the Planning Board remains committed to achieving land preservation goals by effectively using all available tools and strategies. The Planning Board continues to aggressively promote the preservation of open space on land targeted for development through the flexible zoning process. In October, the Planning Board hosted an Open Space Summit to coordinate open space planning efforts with other town committees and officials. The Planning Board is working with other Town officials to implement the current Five-Year Open Space Action Plan, to improve the effectiveness of existing land use regulations and policies regarding open space protection efforts in Wilbraham, and to develop proactive strategies to work together with friendly landowners who are interested in preserving their

property from development.

Sidewalk Fund. Improving and expanding the sidewalk infrastructure in our community has been and continues to be another top priority of concern for the Planning Board, and we have been actively exploring innovative ways to address this need in light of current budgetary constraints. With the Board of Selectmen's approval, the Planning Board has established a sidewalk gift fund account exclusively dedicated to improving existing public sidewalks and constructing new public sidewalks in Wilbraham. We are pleased to report that generous developers and residents have already pledged donations totaling over 65,000 dollars into the sidewalk fund to specifically address this issue. In the coming year, the Planning Board and the Director of Public Works will be recommending to the Board of Selectmen a sidewalk improvement work plan. Sidewalk improvements funded through the Sidewalk Gift Fund will either be performed by town DPW employees or will be put out to bid and performed by private contractors. We believe this will be an extremely beneficial program that will provide a needed revenue source dedicated to improving our sidewalk infrastructure and enhancing pedestrian safety along our increasingly traveled roadways. Individuals interested in donating to the sidewalk gift fund are strongly encouraged to contact the Planning Office for further information.

Roll Call

At the annual town election, Laurie Ely-Bongiorni was re-elected to a five-year term on the board. In June, the Planning Board reorganized and Edward Stevenson was elected chairman, Donald Williams was elected vice chairman, and Laurie Bongiorni was elected clerk. Susan Burk was reappointed to serve as an associate member for a one-year term. In August, the board accepted with deep regret the resignation of Donald Williams who contributed much knowledge, valued experience, and a deep commitment to the planning process during his four years on the board. In September, Associate Member Susan Burk was appointed to serve on the board, filling the vacancy created by the resignation of Donald Williams. Craig Nakashian was appointed to the one-year term as associate member, filling the position previously held by Susan Burk. Richard Butler continued to serve as the town's representative to the Pioneer Valley Regional Planning Commission. Planning and Community Development Director John Pearsall and Secretary Fran Popovich continued to function as the staff liaison between the Planning Board and other town boards and committees.

The Planning Board holds regularly scheduled meetings on Wednesdays at 7:00 PM. Specific dates and agendas for meetings may be obtained from the Planning Office. All meetings are open to the public and community participation from interested townspeople is always welcomed and encouraged. With your support we will continue to provide the very best possible service for our community in the year ahead.

Edward Stevenson, Chairman
Richard Butler, Vice Chairman
Laurie Bongiorni, Clerk
Frederick Fuller
Susan Burk (appointed 9/16/02)
(Donald Williams resigned 8/14/02)
Craig Nakashian, Assoc. Member (resigned 10/07/02)

John Pearsall, Planning Director
Fran Popovich, Secretary

Conservation Commission

The Conservation Commission's main function is to administer the state and local wetland protection statutes. Landowners may request that the commission determine whether wetland areas exist on their property. If a landowner desires to alter the wetlands, the area within 100' of the wetlands, a stream, brook or river, or any area within 200' of a perennial stream, brook or river, the commission must approve such activity and will issue conditions protecting those resource areas. The commission also oversees almost 750 acres of conservation land throughout Wilbraham and is involved in developing long-range plans for the maintenance of those areas and the possibility of acquiring additional open space.

In 2002, 14 public hearings were held for a variety of projects that required a Notice of Intent. Many additional meetings were held for applications filed as a Request for Determination of Applicability.

In addition, the commission continues to be involved with a variety of enforcement activities to ensure landowners are in compliance with wetland statutes. The commission generally attempts to negotiate compliance with landowners before resorting to ticketing, fines or court proceedings. This year, there have been several fines issued to landowners that began work on their property prior to complying with all the regulations.

The commission is always seeking contributions of additional open space and is prepared to assist landowners interested in donating land or interests (such as conservation easements) to the town or to local trust organizations. One of the key concerns of the commission is to try to connect existing open space parcels with smaller corridors of open space to maximize the visual and environmental impact of our publicly owned open space.

The commission continues to look for persons interested in becoming associate members. Associate members attend meetings and hearings, but do not vote at the hearings. They are appointed by the commission. We are looking for individuals who are interested in the maintenance of existing conservation properties, open space planning and related activities. Interested persons should contact the Conservation Commission Office at the Town Office Building.

Anyone interested in understanding how the state and local wetland statutes operate is invited to meet with the commission. The commission has available for sale at the Town Office Building a "Citizens Guide to Wilbraham Wetland Regulations" that describes the local By-law and regulations. The commission generally meets twice a month at 7:00 PM in the Town Office Building. The actual meeting schedule is always posted prior to the meeting. Appointments may be made by contacting Deborah Kelder, secretary, in the Town Office Building.

Patricia Ross, Chairperson	Robert McMaster	George Reich	John Sullivan
Christopher Brown	Thomas Reavey	Stoughton Smead	Karen Hannan, Associate

ZONING BOARD OF APPEALS

The purpose of the Board of Appeals is to act upon applications for special permits or variances which require ZBA approval, to act upon grievances of anyone unable to obtain a permit or enforcement action under the provisions of Chapter 40A (the State Zoning Act), to review decisions of the building inspector after an appeal has been filed, and to issue comprehensive permits for low and moderate income housing authorized by Chapter 40B. The Board of Appeals consists of three full members and two associate members. All members of the board are appointed for three year terms.

This past year the Board of Appeals issued decisions on the following applications:

APPLICANT	ADDRESS	DECISION
JPZ, Inc. d/b/a Western Recycling SP Amendment / New Building Building Height Requirement Variance	120 Old Boston Road	Approved
Stevens E. Koziol Minimum Frontage Requirement Variance	1060 & 1064 Stony Hill Road	Approved
The Image Gallery, Fine Body Art Inc. Body Art Establishment – Special Permit	2797 Boston Road	Approved
William Skinner General Contractor's Yard – Special Permit	6 Dollar Avenue	Approved
Barbara Van Aller Seamstress Business – Special Permit	2471 Boston Road	Approved
Llewellyn Merrick Bed & Breakfast – Special Permit	651 Main Street	Approved
Michael Houle Pet Care Service – Special Permit	2703 Boston Road	Approved
Country Club of Wilbraham Seasonal Outdoor Dining – Special Permit	859 Stony Hill Road	Approved
LINI, Inc. d/b/a Wilbraham Ten Pin Retail Liquor Store – Special Permit	2033 Boston Road	Approved
LINI, Inc. d/b/a U Store It SP Amendment / Additions	2033 Boston Road	Approved
Catherine Jurgens Minimum Frontage Requirement Variance	10V Federal Lane	Denied
John & Michelle Tenczar Front Yard Setback Requirement Variance	9 James Circle	Approved
Bruce Hubbard & Helen Sullivan Addition in Flood Plain District - SP	15 Woodland Dell Road	Approved
Home Depot U.S.A., Inc. SP Amendment / Hours of Operation	2001 Boston Road	Approved
Michael & Elaine Kerley, et al, Appellants Shooting Range - Appeal of the Decision of the Zoning Enforcement Officer	20 Tracy Drive	Reverse the Decision of the ZEO
Janet Muscaro & Mary Checcetti Beauty Salon/Barber Shop – Special Permit	2460 Boston Road	Approved

T.L. Palazzesi Realty SP Amendment / Addition	2141 Boston Road	Approved
Sandra Ely Lot Size Requirement Variance	5V Ely Road	Approved
Scantic Valley YMCA & The Garvey Group YMCA Facility - Special Permit Minimum Rear Yard Requirement Variance	45-61V Post Office Park	Approved
EBR, LLC SP Amendment / Additions & Parking	2535 Boston Road	Approved
Robert W. Gasteyer Addition – Special Permit Front Yard Setback Requirement Variance	15 Railroad Avenue	Approved
Country Side Auto Body Auto Body Repair Shop – Special Permit	2382 Boston Road	Approved
The Colvest Group, LTD. Bank – Special Permit	2005 Boston Road	Approved
Carlson & Schmitt Architects, Inc. Monson Savings Bank – Special Permit	100 Post Office Park	Approved

Edward E. Kivari, Jr., Chairman
Thomas Counos
Carole Lynch

Mark Albano, Associate
Charles Pelouze, Associate

Open Space & Recreation Plan Committee

The Open Space and Recreation Plan Committee ("the Committee") is responsible for developing and implementing Wilbraham's Open Space and Recreation Plan ("the Plan"). The Plan is a state-mandated document that analyzes the existing open space and recreation resources of the town and includes a five-year plan for implementing a number of actions that affect those resources. Dealing with issues as diverse as playing fields, farmland preservation, protection of environmentally sensitive areas and wetland protection and bike trails, the committee meets on a monthly basis to discuss the town's progress in implementing the goals set forth in the Plan. The Plan has been approved by all state-level authorities and forms the official basis for open space and recreational planning in town.

During 2002 the committee spent a considerable amount of time in educational efforts concerning the Community Preservation Act ("CPA"). The CPA allows towns to impose a surcharge on property taxes which is placed in a fund used to acquire open space, preserve historical properties and encourage affordable housing. A vote to accept the CPA was on the May 2002 ballot. The committee sponsored several public meetings at which issues surrounding the CPA were discussed. Although the town did not pass the CPA at the election, the committee was able to provide a significant amount of information on both the CPA and general approaches to financing the purchase of open space in Wilbraham. With the state budget crisis likely to

affect the town's budget, the committee continues to look for alternatives to provide the funds that may be necessary to preserve important parcels in town as they come up for sale.
The board has also served a coordinating role among the Planning Board, the Conservation Commission and the selectmen in regard to open space and recreational issues. One of the key goals of the Plan was to assure that any decision on development proposals in town take these issues into account. To this end the committee continues to provide written analyses of all key parcels in town and is working with the other committees to rank the importance of these parcels to the townspeople. Members of the committee critique development proposals that appear before the other boards, commenting on how the development affects such issues as rural character, historic qualities and environmental considerations. The committee now has formal quarterly meetings with the Planning Board and Conservation Commission where common issues and problems are discussed.

In light of the budget situation, the committee continues to encourage landowners who are interested in working with the town to consider alternatives to standard development. Through creative and selective development of part of a parcel, a landowner can reap an economic benefit and at the same time preserve for the town most of the character of that property. In cases where the landowner desires to donate an interest in land to the town, the town is willing to assist with some of the legal costs that arise from such a transaction.

The committee is always looking for town residents who have an interest in open space and recreation issues to serve on the committee and its subcommittees. The committee generally meets on the last Wednesday of each month, and the public is welcome to participate in these meetings. For more information about the committee and the Plan, please contact any member of the committee or call John Pearsall, Director of Planning and Community Development (596-2806).

Stephen Bosworth (Co-Chair)
Cathy Callaghan (Co-Chair)
Rodney Fountain
Coralie Gray
Steve Lawson
Jim Mauer
Suzanne Garber
Lorelei Hewitt
Kate Leary
Denny Smith
Kathy Sweeny

Fair Housing Committee

It is the intent, obligation and policy of the Town of Wilbraham to promote, within constitutional limitations, equal choice and access to housing in our community to all persons regardless of race, color, religion, creed, national origin, ancestry, sex, sexual orientation, marital status, veteran status, disability, age, children, public assistance or rent subsidy status. The Town of Wilbraham deplores unlawful housing discrimination and is committed to strictly enforcing a zero-tolerance policy with respect to alleged violations of the fair housing laws. As Fair Housing Officer for the Town of Wilbraham, I am pleased to report that there were no fair housing complaints filed with my office during the past reporting year.

Recognizing the linkage between affordable housing supply and access to fair housing, I am also pleased to report that the Town of Wilbraham continued to work closely with the Wilbraham Housing Authority to secure federal and state funding to build an affordable supportive living facility for low and moderate income seniors in Wilbraham.

In addition to routine measures to ensure full compliance with the Fair Housing Laws, the Fair Housing Officer works closely with the Fair Housing Committee to develop and implement the Town's Fair Housing Plan. The Fair Housing Committee consists of three members appointed to one-year terms by the Board of Selectmen. The Fair Housing Committee did not meet during the past year while the Board of Selectmen recruited residents to serve on the committee. Carolyn Zawacki and Donna Roundy were appointed to the committee in July and James Barrett was appointed to the Fair Housing Committee in September. Donna Roundy resigned from the committee in December because she was moved her residence out of town.

John M. Pearsall AICP
Fair Housing Officer

Sealer of Weights and Measures

Item	Category	Sealed
Scales	Over 10,000 lbs.	3
	5000-10,000 lbs.	0
	100-5000 lbs.	2
	Under 100 lbs.	20
Weights	Metric	2
	Apothecary	16
Other Devices	Gasoline Pumps	105
	Oil and Grease Pumps	10
	Unit Pricing Scanners	40
	Fees collected: $2,182.00	

With more business popping up on Boston Road, I see more unit pricing scanners being checked in the future.

William H. Garvey, Jr., Sealer of Weights and Measures

Wilbraham Council on Aging

For more than twenty-five years, the Wilbraham Council on Aging and Senior Center have been providing programs and services to meet the needs of those in the community who are over the

age of sixty. The Center has made its home at the Pines School since 1989 and shares space with a variety of town activities. Although our mandate is to assess the needs of the elderly and to provide activities and services to meet those needs. We assist town residents of all ages in obtaining a variety of social services including Fuel Assistance and Food Stamp applications. Everyone is welcomed to participate in our programs as space allows.

Daily meals are provided by the Greater Springfield Senior Services and available to those over the age of 60. Lunch is served at 11:30 AM and $1.75 donation is requested to off-set the cost of this federally subsidized program. Helen Lindsey-Barna is the Meal Site Manager and she relies on her volunteers who rarely miss a day. Monthly birthdays celebrations include the children from the adjacent Mulberry Day Center and are sponsored by the Senior Center, the day care and the meal site.

Home-delivered meals are available on the weekends thanks to dedicated volunteers who also provide a friendly visit. The meals are prepared at the Life Care Center in Wilbraham and subsidized by a grant from the Wilbraham Community Association. This grant enables us to keep the cost of the program at a reasonable level and available to everyone who needs it. This is a needs based program for frail individuals of any age.

This year has brought several changes within the staffing of the Center. Dorothy Messier, our Senior Aide for over 14 years, retired at the end of June. She rarely missed a day and she is sorely missed by staff and elders alike. Unfortunately, due to state funding cuts, we are not able to fill her position. We have been fortunate to find volunteers to fill in the gaps. Mary Ellen Schmidt was hired in December under the Formula Grant to coordinate volunteers and activities. In the short time she has been here, she has made a lot of positive changes in programming.

We were very saddened by the death of long time Council on Aging member, Mary Irla. She brought experience, common sense, and a generosity of spirit to the council. We will sorely miss her wise counsel and sense of humor.

The Council on Aging receives the majority of its funding through town revenues and supplements programs with grant monies. We are grateful for the support that we continue to receive from Sen. Brain Lees and Rep. Gale Candaras, the Board of Selectmen, Town Administrator, and our representatives to the state legislature.

The Friends of Wilbraham Seniors have been raising money to purchase a van for the use of the Senior Center. We are nearly at our goal of $46,000 and expect to have the van by spring. In addition to fund raising for the van, the Friends pay the postage for the monthly newsletter letter which is sent to the household of everyone over 60 in Town. We will mail to others at a $5.00 yearly rate.

Theresa Munn, Chair
Barbara Fisk, Vice-Chair
Al Brazee, Treasurer
Marguerite Zwarycz, Secretary
Fred Biel
Virginia Rickert
Fr. John Gawienowski, Pastoral Liaison

Dorothy H. Hooper, Director of Elder Affairs
Paula Dubord, Assistant Director of Elder Affairs
Bridget Wallace, Social Service Coordinator
Claudia Considine, Public Health/ Senior Nurse
MaryEllen Schmidt, Volunteer/Activity Coordinator
Helen Barna, Meal Site Manager

VETERANS SERVICES

The Department of Veterans Services is under the direction of the Office of the Commissioner of Veterans' Services of the Commonwealth of Massachusetts and is governed by Chapter 115 of the Massachusetts General Laws. The Veterans Agent serves as the local contact for all veterans benefit programs including VA benefits. Veterans and their dependents should feel free to contact this office at 596-8111 with any questions.

During fiscal year 2002 (July 1, 2001 through June 30, 2002) the Veterans Department expended $6,352.80 for veterans aid. Veterans benefits are reimbursed at the rate of 75% by the Massachusetts Commissioner of Veterans' Services to cities and towns.

If you have misplaced your (or your spouse's) discharge documents (form DD 214) we can assist you to request a copy from the National Personnel Records Center. This very important document will be needed whenever application for any kind of veterans benefits is made, including burial benefits, medical benefits (i.e. free prescriptions at the VA medical clinic pharmacies), annuities, bonuses, license plates, interment in Veterans' Cemetery and so on. We will also keep a copy on file if you submit it to this office in case you need it at some point in the future

The Commonwealth of Massachusetts Executive Office of Administration and Finance Department of Veterans Services' Division has announced the availability of annuities in the amount of $1,500.00 payable in two equal payments in February and August to any wartime veteran who suffered service-connected blindness, paralysis, or other disability, or to the parents of a deceased veteran whose death occurred as a result of injury sustained, or disease contracted, during active service in time of war. Contact this office for more information or to obtain an application.

Applications for veteran's license plates from the Department of Motor Vehicles are available in this office, as well as applications for military branch decals to be attached to the number plates. Information and applications for interment in the Commonwealth's Veterans Cemetery in Agawam are also available.

Richard J. Prochnow, Veterans Agent

Crane Park Memorial Committee

For the past two years, the citizens of Wilbraham have generously supported efforts to create a suitable and enduring memorial for the veterans of World War II, Korea, and Vietnam.

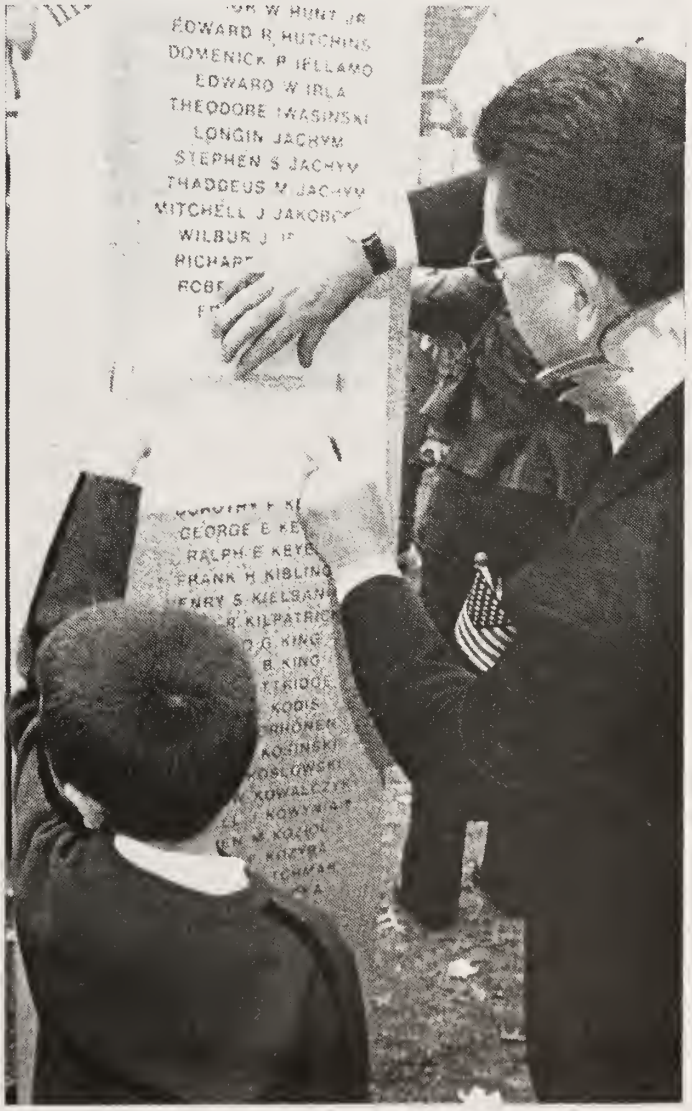
It was with great dignity and high spirits that such a memorial was dedicated on November 10, 2002. The hard-working committee is extremely grateful to the many donors and volunteers: from the citizens who gave money, to the veterans' organizations providing an the impressive color guard, and the young people who offered musical talents to inspire the large audience on a warm, sunny autumn day.

Special appreciation to our speakers on the day: (below, left to right) Colonel Martin E. Mazick, Commander of the 438th Airlift Wing at Westover Air Reserve Base, Massachusetts Senator Brian P. Lees, Representative Gale D. Candaras, and Veterans' Agent Richard Prochnow.

Commemorative booklets, featuring family photographs, historical documents, and first-person recollections, are still available – free for the asking at the Town Office Building. The booklet was the result of a community effort spearheaded by the Atheneum Society, to collected local military memorabilia for an exhibit at the Old Meetinghouse in conjunction with the dedication.

Richard J. Prochnow, Chairman of Committee and Veterans Agent
Frank A. Everton
William H. Garvey Jr.
Leonard D. Hickey
Joseph S. Motyl
Marjorie A. Trimble

CONTINUATION OF NAMES: The names of 746 veterans were etched into the Vermont granite columns. Veterans and their families have continued to come forward, asking to be included. Eligible veterans will be accommodated, as resources allow the addition of names in the coming year. To be eligible for listing, the veteran must 1) have served during World War II, Korea or Vietnam eras, and 2) have entered the service from Wilbraham, ORE 3) have been a resident of Wilbraham for 25 years or longer as of September 14, 2001 (the date the list was closed). The veteran's DD214 honorable discharge must be presented to the Veterans' Agent, 240 Springfield Street, Wilbraham, MA 01095.



Commission on Disabilities

The **Americans with Disabilities Act of 1990 (ADA)** provides a comprehensive national mandate for the elimination of discrimination against individuals with disabilities in employment, transportation, public accommodations, state and municipal government activities and telecommunications. **Massachusetts Constitutional Amendment, Article 114-1980** states: "No otherwise qualified handicapped individual shall, solely by reason of his handicap, be excluded from participation in, be denied the benefits of, or be subject to discrimination under any program or activity within the Commonwealth." Any city or town in the Commonwealth which accepts the provisions above is authorized to establish a Disability Commission. Commissions work with the Massachusetts Office on Disability (MOD) to carry out programs and activities designed to integrate people with disabilities more fully into their communities.

In Wilbraham, the Commission on Disabilities consists of nine members, appointed by the selectmen. The majority of members must have a disability themselves or be an immediate family member of someone with a disability. One member of the commission must be an elected or appointed official of the town. Members are initially appointed in staggered one-, two-, and three-year terms. The commission must meet at least six times annually, keep records of its meetings and actions, and file an annual report.

Since its beginning, the Wilbraham Commission on Disabilities has provided information and consultation to citizens of Wilbraham with disabilities and their families. Commissioners work with the town's Building Inspector to survey public buildings, and monitor compliance with ADA and Massachusetts standards. While most town buildings are currently accessible to persons with disabilities, the commission makes recommendations for further improvements to the Board of Selectmen. The commission is also concerned with employment policies and procedures, parking facilities at businesses, recreational access, publication of town reports, and other accommodation issues for the disabled.

Elaine Scott, Chair

John (Jack) Chase
Diane DaSilva
Donald Haynes
Susan Kramer
Evelyn O'Brien
Debbi McDonald
Anne Metayer

Wilbraham Housing Authority

In the past year more good things have been happening at the Wilbraham Housing Authority. At the Pines, painting was started, but no quite finished, when the cold weather and snow arrived. New landscaping was added to two more of the six buildings at Miles Morgan Court. Depending on funding, we are hoping to finish up the landscaping at Miles Morgan Court and do some at the Pines in the next two years.

The new alarm system, including panels, smoke detectors, heat sensors, and buddy alarm systems at Miles Morgan Court is working fine. The new alarm system replaced an old and outdated system and helps to ensure the safety of our elderly residents at Miles Morgan Court.

Two years later, a brick house owned by the authority that nearly burned down has been completely rebuilt. We were able to work with the insurance company and the contractor to change the floor plan to better accommodate the needs of a growing family.

The date and time that the authority holds their regular monthly meeting has not changed. It is still on the second Tuesday of each month at 7:00 PM. However, the meetings change locations each month. January, March, May, July, September, and November the meetings are at 12 Miles Morgan Court. February, April, June, August, October, and December the meetings are held at the Pines, 88 Stony Hill Road. All meetings are posted at the Town Office Building, according to open meeting laws.

The Department of Housing and Community Development (DHCD) in Boston subsidizes the rent for residents living in the Housing Authority apartments. The authority administers Chapter 705 Family Housing and Chapter 667 Elderly/Disabled Housing. In the Chapter 667 program, there are two types of housing, conventional elderly housing and congregate housing. Applications for housing may be obtained by called 543-1700, or stopping at the Wilbraham Housing Authority office, 88 Stony Hill Road, between 8:30 AM and 12:30 PM, Monday through Friday. All rules and regulations of the authority are strictly enforced by the DHCD.

The Wilbraham Housing Authority also rents space to the Town of Wilbraham for the Senior/Community Center and the Mulberry Country Day School. The portion of the building that houses the Senior/Community Center and the day school, located at 88 Stony Hill Road, is still remembered by long-time Wilbraham residents as the "Old Pines School." In a rather unique turn of events, many Wilbraham residents that attended the Pines School as children are now going to this same facility for activities at the Senior/Community Center or are living in apartments in another section of this building.

Finally, it should be noted that financials, as regards our tenants, and a grievance procedure have been in existence and followed strenuously. The current chairman and past chairperson show that there have been no outstanding violations in any of these areas.

Douglas Mercier, Chairman
Michelle Lawler, Vice Chairperson
Richard D. Bourgeois, Treasurer
R. Earl Hermance, Assist. Treasurer
William Crocker, Member at large
Carol Anne Young, Executive Director

HEALTH AGENT/TITLE V INSPECTOR

The Wilbraham Board of Health is responsible for protecting public health and the environment. The Inspector for the Board of Health works primarily on the enforcement of, and education for,

public health issues and regulations. The position requires the inspection of all restaurants, retail food establishments, motels, tanning and massage facilities, schools, swimming pools, bathing beaches, camps for children, tattoo and piercing salons, and housing. These inspections are conducted to assure compliance with the state and local regulations which govern them. When full compliance is not observed, the facility is cited for the violation and a re-inspection is conducted to determine full compliance.

In addition to the enforcement and education of these regulations, the inspector may include such complaints as trash and debris on private and public property, the health and welfare of individuals that may need assistance or guidance, septic system failure complaints, noise pollution, and air quality issues. In all these instances, the inspector investigates the situation, determines the health risk, and follows up with a letter to, or contact with, affected parties to eliminate the health risk. When compliance with an order is not obtained within the specified time, the inspector will continue the enforcement through legal process. In these cases, the inspector submits the documentation to the appropriate court and represents the town in any subsequent court proceeding.

West Nile Virus

Over the past few years, the Board of Health has been responsible for responding to any issues regarding the West Nile Virus. Over the past few summers, there have been positive results on birds that have been submitted for testing for the West Nile Virus. During the months of July, August, and September, residents are urged to report any dead crows or blue jays that are observed in their neighborhoods. The residents are asked to call the state Department of Public Health hotline number **(1-866-627-7968)** to report the type and condition of the bird. In some cases, the state will request that the bird be submitted for testing and will issue the resident a tracking number. The resident will be directed to submit the bird to the Board of Health (Selectmen's Office) at the Town Office Building. The bird is packaged and a courier from the state lab picks up the bird for testing. This past year, Wilbraham had two birds that tested positive for West Nile Virus.

Advisory Board of Health

This past year, the Advisory Board of Health has been meeting on a regular basis to discuss all public health issues that need to be addressed in the Town of Wilbraham. The advisory board worked together to submit to the Board of Health regulations pertaining to tattooing and body piercing. These regulations were adopted as part of the Town's regulations for any establishment/individual that wants to perform these procedures. A copy of this regulation is on file at the Selectmen's Office.

Title V Septic Installations

The health inspector is required to handle all aspects of the enforcement of Title V issues. This includes witnessing all site assessments requiring percolation testing for new construction as well as the repair of all leach fields in the town. The proposed design of the leach field is then submitted for the inspector to review/approve. The inspector is required to conduct an inspection of the installed system to assure compliance with the approved design. All aspects of Title V are handled through the Engineering Department at the Town Office Building. The Massachusetts

Department of Environmental Protection (DEP) has recently made a provision in their regulations allowing soil permeability of up to 60 minutes an inch as acceptable for new construction in the Commonwealth. At this time, the DEP is presenting their assessment of the impact of this regulations to the towns. During 2002, the amount of percolation testing and plan review has decreased.

Ongoing Emergency Preparedness

As a result of the impact of September 11, the Board of Health on both the state and local levels has been involved in the education and preparation of possible bio-terrorism issues. The Massachusetts Department of Public Health is continuing to provide local boards with information and seminars regarding this matter.

Lorri McCool, Registered Sanitarian
Health Agent and Title V Inspector

Mosquito Control in Wilbraham

Town residents are encouraged to treat mosquito breeding areas on their property with larvicide, which is available at the Town Office Building. There is no charge for the product, which comes in a dry "donut" form. Wetlands, swampy areas, standing water – wherever mosquitoes might breed -- can all be treated with this product. Directions are provided.

The effort to control the mosquito population is in its fifth year in Wilbraham.

1-866-627-7968 WNV Information Line
Report dead birds to
Mass. Dept. of Public Health

West Nile Virus: Fighting Fear With Facts

Undue fear about West Nile virus can only be fought with facts. Here are some of the vital things to know about the virus.

- Studies have shown that only one in about 300 people who are bitten by infected mosquitoes will show any symptoms of the disease.
- When someone does show symptoms of West Nile virus, it tends to be fatal in 3 to 15 percent of cases, with the elderly most at risk. Most people will develop only mild, flu-like symptoms.
- The virus can not be passed from an infected person to another person by touching or kissing.
- There is NO evidence that a person can get the virus from handling live or dead infected birds.
- The disease occurs primarily in the late summer or early fall in the Northeast.
- While there is evidence that dogs and cats can become infected by being bitten by infected mosquitoes, there is NO evidence that animals can transmit the virus to humans.

Source: Federal Centers for Disease Control, Massachusetts Department of Public Health, University of Massachusetts Medical Center.

Public Health Nurse

The Town of Wilbraham nurse works under the direction of the Executive Director of Elder Affairs Dorothy Hooper. The nurse also works with Health Agent Lori McCool, the Board of Selectmen/Board of Health, Fire Chief Kenneth R. Willette, the Local Emergency Planning Committee (LEPC), and with the School Nurse Administrator Loralee Nelson. The responsibilities of this part-time position primarily focus on working with the Senior Center staff and seniors, and assisting with public health concerns in the community.

Flu clinics have been held at the Senior Center and other locations in the community. Dr. Walter Pacosa and paramedics from the Fire Department have assisted with these flu clinics.

Communicable disease investigations have been conducted and reports have been forwarded to the Massachusetts Department of Public Health.

Lyme disease has been a particular concern in town. There has been an increase in the number of cases over the past two years – in Wilbraham and in the entire state. This increase is attributed to the prevalence of deer ticks and also to the fact that patients and physicians are recognizing the symptoms and requesting evaluation and treatment early in the disease process.

The LEPC suggested that we compile a list of Registered Nurses in town who would be available as shelter volunteers to respond to a winter weather situation, bio-terrorism event, or other disaster. Many RN's in town have volunteered and we are most grateful to them.

The town Health Agent and nurse have been meeting periodically with the Advisory Board of Health.

Claudia Considine, Public Health Nurse

Animal Control

In 2002, there were 1750 dogs properly licensed in the town. According to the Massachusetts General Laws: "...whoever is the owner of a cat or dog in the Commonwealth, six months of age or older, shall cause such cat or dog to be properly vaccinated against rabies by a licensed veterinarian." Failure to do so can be subject to a $50 fine. License fees are $20.00, if the dog is not spayed or neutered, and $10 if it is spayed or neutered. The licensing period is from April 1 thur June 30 After this period, the owner can be subjected to a late fee. We strongly urge people of the town to keep their animals updated and licensed.

We received over 1000 calls on animals during the year. Many of these calls were complaints on barking and roaming dogs. There has been an increase of complaints about people walking their

dogs on leashes and not leased on school grounds, churches, cemeteries and Spec Pond grounds. There areas have been posted; please abide by the "No Dogs Allowed" signs. Liability for damage done by dogs is the responsibility of the dog owners. Please be a good neighbor by being a responsible pet owner.

Every spring the town has a rabies clinic to help accommodate its residents. Please make use of it and plan ahead.

We are here to serve Wilbraham residents and can be reached at 596-2006 to answer your questions and take your complaints.

Gilles Turcotte, Animal Control Officer
Anne Turcotte, Assistant Animal Control Officer

WILBRAHAM TOBACCO CONTROL CONSORTIUM

The Wilbraham Tobacco Control Consortium is a regional program that includes the towns of Brimfield, Ludlow, Monson, Palmer, and Wilbraham. The Wilbraham Board of Health is the lead agency, receiving a grant from the Massachusetts Department of Public Health.

The focus of the program is policy development, policy enforcement, and community education in the areas of youth access to tobacco products and public exposure to environmental tobacco smoke (second-hand smoke.)

Efforts to reduce tobacco sales to minors in Wilbraham continue to focus on merchant education. Individual and group trainings are offered throughout the year, as are point-of -purchase materials which remind merchants, their employees, and customers of retail establishments of the prohibition of tobacco sales to minors. This program has taken a lead role both regionally and on a statewide level in regards to merchant education, programs, and tools.

Compliance checks of tobacco vendors and public places are conducted frequently to ensure compliance with local regulations. Violators are subject to fines and tobacco-sales permit suspensions. The Consortium worked with the Board of Selectmen during 2002 to obtain a voluntary commitment on the part of retail stores in Wilbraham to eliminate the sale of rolling papers.

The *Rules and Regulations Affecting the Use or Possession of Tobacco Products on School Property*, developed in partnership with the Hampden-Wilbraham Regional School District continues to reduce tobacco use and exposure to second-hand smoke on campus at Minnechaug Regional High School. Students found to be in violation of this policy are provided with information and resources to assist them in quitting if they desire to do so. Repeat offenders are subject to a monetary fine. Annually, the number of first-time and repeat offenders has continued to decrease.

During 2002, the Massachusetts Tobacco Control Program received severe budget cuts from the state, almost eliminating the program on a statewide level. As a result of these cuts, the budget of the Consortium was reduced by almost 50%. At the end of 2002, the Consortium was one of only two remaining Board of Health Tobacco Control Programs in Hampden County, with the other one being in Springfield. These cuts have had a drastic effect on the program overall, reducing staff positions and staff hours, along with the overall ability to provide services. As a result of these cuts, many activities in the area of community education have been eliminated. Although the Consortium is no longer able to provide direct support to smokers who want to quit, information and referrals on methods of tobacco treatment to the two remaining funded Western Massachusetts tobacco treatment providers are given on request.

Sarah McColgan, Director

Board of Cemetery Commissioners

In 2002, the Wilbraham cemeteries have provided over 261 years of continuous service to the people of Wilbraham and the surrounding area. In fact, Adams Cemetery is 22 years older than the Town of Wilbraham itself – which was not founded until 1763.

1799 was a significant year for the United States – our beloved President George Washington died. It was also a tragic year for Wilbraham for on April 29th of that year six children went for a sailboat ride on Nine Mile Pond and for some reason the boat capsized and all were drowned.

The above stone memorializes the "Unfortunate Bliss Children" – Gordon, age 28, Leonard, age 22, and Asenath, age 15. All three children were buried in the same grave in Adams Cemetery.

This story and 35 others are memorialized in the "Adams Cemetery Walking Tour" booklet, which is available at the Town Clerk's office. The Board of Cemetery Commissioners is also producing a documentary on the history of some of the people behind the stones mentioned in the Tour Guide. Interviews with four townspeople are describing the early settlers for whom the cemetery stones were erected and their impact on Wilbraham history. We hope to have it ready for broadcast on local Channel Five around Memorial Day, 2003.

Our East Wilbraham Cemetery Commissioner J. Bruce Tingle is an author and local historian and he has computerized all the death records of those that lived in Wilbraham, both North and South Parish (Hampden) from earliest of days until today. Any one who is doing family genealogy can contact him for information.

Bruce advises that we had 12 burials in town cemeteries in 2002: seven in Adams, four in East Wilbraham, and one in Glendale.

In these days of tight town and state funding, the commissioners encourage all present and prospective lot holders to consider subscribing to a Family Trust Fund. The establishment of such a fund in the amount of $500.00, which can be payable in $100 increments, provides the opportunity to have your family name published in the Town Report each year. The principle is invested and only the interest is used for cemetery maintenance. Every family is urged to consider a Family Trust Fund. Each commissioner can discuss the procedure to establish a permanent family memorial.

Our accomplishments in 2002 included the completion of the equipment storage facility at East Wilbraham Cemetery. We had a donation of old stone-faced solid blocks, which give a vintage look to our brand new building.

The board is also working on plans for completion of the one remaining gravel road in Adams Cemetery and the installation of a curb cut onto Tinkham Road, which will provide egress from the new eastern section. We are also still hopeful of rebuilding the 1,850 feet stonewall at Glendale Cemetery along Monson Road when town financing is a little more certain.

J. Bruce Tingle, Chairman
Peter W. Ablondi, Vice Chairman/Secretary
Donna L. Fountain, Clerk/Treasurer

Recreation Department

The Wilbraham Recreation Commission would like to thank all of the volunteers who have donated their time and energy to the many programs that we provide to our community. The devotion of our volunteers to these programs allows the children of Wilbraham to participate in a plethora of offerings. Our department survives not only on the generosity of the volunteers, but contributions to help sustain programs, maintain/renovate facilities, and provide underprivileged youth the opportunity to join in these activities. Many residents have contributed to our newly created scholarship fund for underprivileged youths. These donations are greatly appreciated by the department and the numerous children benefiting from these donations, who are now enjoying the program of their choice.

The Recreation Commission and Friends of Recreation (FOR) would like to pay a debt of gratitude to Gagliarducci Construction, Rocky Mountain Wood Company, Jack Ross, and the numerous sponsors for the generous contributions to Spec Pond, Suburban Basketball, and youth sports. Last but not least, is DPW, without their help and tireless efforts to maintain the numerous parks around town, our children would not have fields to practice and play on. Financial constraints dictate what we can or can't do to the parks; we would all like to play on and maintain fields that model Fenway Park. If you feel that you have a service that can benefit

our department or the parks, please feel free to contact the Friends of Recreation with your suggestion/donation.

The department continues to build on its strengths, which includes its knowledgeable and energetic staff. Recreation Director Bryan Litz is finishing up his second year within the department, while Program Coordinator C.W. Zimmer just completed a very successful first year behind the controls of our youth sports programs. Merrie Kaye, our Administrative Assistant, is a couple months into her third full year, giving the office some continuity with the previous management team.

2002 saw a few new and exciting programs offered to the residents of Wilbraham. The department began two new adult dance classes, Aerobic and Line Dancing, to fill a need many residents felt was unmet. Two fabulous instructors approached our department about conducting Guitar Lessons and Baton Twirling, both classes have exceeded expectations and enrollment continues to climb each session. Major strides have gone into restructuring office policies, programs, and creating a website. During the summer of 2002 the office staff spent a large amount of time and energy to create a marketing tool that kept us up to date with the computer revolution. The departments website is: www.ci.wilbraham/ma.us/rec, although it is in its infant stage, we hope to continually update and improve the site as time passes.

Several programs received makeovers to update and improve them as a whole. The Spec Pond Summer Basketball League saw the addition of a Men's League, along with the increased popularity of the current leagues, our team enrollment rose to almost 40. The Spec Adventure Program spent 2001 in the hands of the Girls Scouts; 2002 saw the camp return home to the Recreation Department with a new, seasoned, and experienced staff. This program also became certified/licensed for the first time in several years. The new-look camp was a huge success, and most of the staff is believed to be returning in 2003, so we look forward to bigger and better things in the future.

One of our trademark programs is Mary Ann's Dance. This fall the program celebrated its 15th year in conjunction with the Recreation Department. Fifteen years of great service to the residents of Wilbraham provided for by Mary Ann, and many more to come.

With anywhere from a year- to three-years of experience behind our staff, the future looks bright for the department, and we have only begun to scratch the surface of the evolution of recreation in the Town of Wilbraham. 2003 looks very promising already with a Women's Self Defense class in the works, several additions and changes to the girls softball program, and a restructured Instructional Basketball Program. Another major project the department hopes to undertake is to develop associations for basketball, lacrosse, and baseball. Currently the Football Association is the only one that exists, and has done a tremendous job soliciting coaches, fundraising, and complementing the Recreation Department with the Football Program.

The Recreation Department, Recreation Commission, and FOR can only facilitate the products we offer to the residents. It is the volunteers, parents, children, and donors who make the programs run. Again we sincerely appreciate the time and energy donated throughout the year, keep up the hard work, and thank you.

RECREATION COMMISSION

Thomas Courtney, Chairman
Mark Jones, Vice Chairman, FOR Liaison
Karen Murphy, Secretary
Mary Burnham
Joel Castleman
Russell Mitchell
John O'Connor

RECREATION DEPARTMENT
Bryan Litz, Recreation Director
C.W. Zimmer, Program Coordinator
Merrie Kaye, Administrative Assistant

Friends of Recreation

The Wilbraham Friends of Recreation continue a vision that began twelve years ago. This vision is to work cooperatively with the staff of the Recreation Department, Recreation Commission, and many town departments to develop projects that enhance facilities in Wilbraham. The biggest project for the Friends of Recreation in 2002 was the building of a new barbecue pit at Spec Pond. This project replaced the original "pit" that was constructed in the early 60's. Many local businesses and tradesmen added their expertise. This project could not have been accomplished without their time, donations, and generosity. The pavilion is available to the general public by rental for outings, company picnics, reunions, etc.

The facilities and ball fields at Spec Pond saw a lot of use this past season. As field use continues to expand, upgrading of fields and development of new playing fields are at the top of the list of projects to continue. Our goal is to provide safe playing conditions for our participants.

Volunteerism is alive and well in Wilbraham, the Friends of Recreation would like to thank the hundreds of volunteers that make the programs work. Thanks to the coaches who work with our youth to offer guidance and structure. You truly make a difference.

The Friends of Recreation needs continued support to keep our parks and facilities beautiful. Be a friend, your membership helps. Thank you for your consideration and interest.

Brad Pinney, President
Keith Person, Vice President
Lori Hewitt, Secretary
Dave Danker, Treasurer
Jim Slattery, Recreation Commission Liaison

WILBRAHAM PUBLIC LIBRARY

The Wilbraham Public Library continues to grow and plan for its future. Library use increased to a record high annual circulation of 214,667, up nearly 4% from last year's previous record. The registered borrowers were up 3% with 88% of Wilbraham residents having active library

cards. According to public library data reports from the Massachusetts Board of Library Commissioners, during FY2002 the Wilbraham Public Library ranked #1 in annual circulation of library materials, the number of people who visit the library weekly, and the number of reference questions answered each week compared with libraries in similar towns in the region.

The library is currently conducting a feasibility study and schematic design process for the possible renovation and expansion of the library building to meet service needs for the next twenty years. In January 2002 the Library Board of Trustees formed the Library Facility Feasibility and Design Committee (LFFDC) including James Algie, Christine Bergquist, Roy Brown, Richard Butler, Jean Canosa-Albano, Gregory Gale, Coralie Gray, James Jurgens, Llewellyn Merrick, Kevin Rothschild-Shea, James Thompson and Barbara W. Fitzgerald, Chairman of the Library Board of Trustees, who serves as an ex-officio member. So far this advisory committee has prepared the *Library Building Program* and has selected Tappe Associates as the architecture firm to prepare a feasibility study with a schematic design and cost estimate. This phase of the project is scheduled for completion by June 2003.

The library responded to the community's changing needs and the growing demands for library services by writing a new *Strategic Plan for FY2003-2006*. Library staff and trustees revised the library's mission statement, selected some new service responses, and developed new goals and objectives across all services to be accomplished over the next four years.

The library continued its active involvement in the community during 2002. There were collaborative projects between the library and the following groups: the Town Archives for a historical photograph project, the Hampden Free Public Library and Hampden-Wilbraham Regional Schools Media Centers for Discovery Kits, and the Wilbraham Nature and Cultural Center and the Monson Free Library for adult program offerings. The library worked actively with the Wilbraham Public Access Channel in producing library programs, the Community Partnership for Children for preschool children program enrichment, and Wilbraham Cultural Council for library program support. The library also participated in the Peach Festival and in the Athenaeum Society of Wilbraham's open house Christmas tree display.

The Internet, Microsoft Office software applications, and reference databases are very popular at the library. The number of registered Internet users increased by nearly 16% this year. While there is no room for more computers, the library maximized access by networking these resources on public computers throughout the library. Patron Placed Holds through the C/WMARS library network finally became a reality in late 2002. Patrons can use their home or work computers to place instant online requests for library materials and have them delivered to the library of their choice.

Space for materials is limited, and consequently, the adult book collection grew by less than 1% in 2002, and the children's book collection increased by only 3%. Staff must carefully consider each selection for and deletion from the collection. The library added 6,361 new materials last year, but space constraints forced 4,245 items to be discarded. In an effort to better serve investors, job seekers, and small business owners a special collection of business resources was organized in the reference area. Bringing this information together allows patrons to have easy access to a broad array of information in one convenient location. Children's collection development efforts focused on subjects such as crafts, ethnic cookbooks, Shakespeare, art, and

books in foreign languages. In addition, more popular graphic novels for young adult readers and DVDs for the children's video collection were purchased.

The library offered a range of programs for adults in 2002, including book discussion series, music recitals, and special presentations. In all there were 49 programs sponsored for adults attended by 1,069 participants. Some program highlights included the *Tuesday Night Tempos* jazz recital series; *Discover Your Creative Side @ Your Library* a series of workshops on poetry, journaling, and creating ceramic tiles; the *Over the Mountain* series, "A Matter of Taste: A Culinary Experience", featuring regional and national chefs and cookbook writers; the spring and fall book discussion series; actress Linda Myer's portrayal of Amelia Earhart during Women's History Month in March; and a special summer series commemorating the centennial of the birth of John Steinbeck. These programs were sponsored by the Friends of the Library and through grants from Wilbraham Cultural Council, state, and national organizations.

The Children's Department hosted 310 programs in 2002, with a total attendance of 5,509 children and accompanying adults. The regular sessions of storytimes served 95 children, from two-year-olds through five-year-olds. Over 500 children participated in our summer 2002 reading club, *A Star*Spangled Summer!* Special events included performances, such as *The Frog Price* by the Pumpernickel Puppets, the Peach Festival Queen as a guest storytime reader, and the popular Cookie Chaos during February school vacation. The library also hosted local preschool classes, Girl and Boy Scouts troops, and other community groups, providing tours and stories. Children's Department outreach activities included connections with various daycare providers, the Wilbraham & Monson Academy and the public schools, including semi-annual visits to all K -6 classrooms.

Volunteers contributed 1,866 hours in 2002, an increase of 59% from the previous year. They shared their time and talent by assisting in various projects and programs thereby enhancing library services. Tasks were tailored to a volunteer's interests and ranged from outreach delivery to assisting with the local history collection. Volunteers played an important role in the Children's Department, from the Junior Friends of the Library, who met once a month during the school year and conducted events for small children, to the Minnechaug honor students who coached children on using the Internet.

The library building had some significant improvements and changes this year. Through a town capital project the library's air conditioning system was upgraded by replacing the original condenser and compressor with a new combined unit. Due to overcrowded conditions for staff workspace, the Cutler Room meeting room was converted to office space for the reference staff. Unfortunately, the library lost the use of this room for children's storytimes and small group meetings. Other projects included removing several dead or damaged trees from the parking lot and driveway area and roof repairs.

The Library Trustees and I would like to thank the library staff for their hard work, dedication, and outstanding service. We also thank the many volunteers who generously gave hours of their time to support library services including the Wilbraham Friends of the Library, Junior Friends of the Library, and the Lower Pioneer Valley Collaborative program students and teachers. Also, thank you to the many civic groups, businesses, and individuals who contributed their

services and donations to the library. Lastly, thank you to the Wilbraham Friends of the Library and the Wilbraham Library Memorial-Endowment Fund for their continued support of library services, programs, and collections, with special thanks to their presidents, Tricia Sherbow and Wally Arcese, respectively.

Christine Bergquist, Library Director

Library Statistics 2001

Holdings Information	Adult	Children	Total
Volumes of books	39,595	23,655	63,250
Library electronic books	6,548		6,548
Periodical issues	5,788	555	6,343
Video (VHS and DVD)	2,523	1,189	3,712
Audio books	1,624	874	2,498
Music on CD	984	273	1,257
Music on cassettes	88	89	177
Puppets		158	158
Computer software	62	32	94
Multi-media kits		46	46
Total items	**57,212**	**26,871**	**84,083**

Circulation			
Books	68,318	64,491	132,809
Video (VHS and DVD)	34,497	17,019	51,506
Audio formats	17,791	3,698	21,489
Magazines	6,450	742	7,192
Puppets		1,232	1,232
Multi-media kits		76	76
Computer software pkgs.	353		353
Total circulation	**127,409**	**87,258**	**214,667**

Other Statistics			
Registered borrowers			11,914
Number of reference questions	6670	8,644 (est.)	15,314
Outreach materials delivered			3,278
Programs	49	310	359
Attendance at programs	1,069	5,509	6,578
Computers for public use	12	5	17
Internet training sessions	16	?	
Registered Internet users	1,216	429	1,645
Registered *Newsbits* subscribers			429
Meetings held in Brooks Room			142
Meetings held in Cutler Room			9
Volunteers			119
Volunteer hours			1,866
Items added			6,361
Items discarded			4,245

WILBRAHAM PUBLIC ACCESS TELEVISION

During 2002, WPA recognized a surge in the number and quality of programs produced and broadcast over Channel 5. WPA, restricted only by limited equipment, produced and aired over 280 original programs. WPA volunteers contributed over 3,000 hours in shooting and editing programs relating to local and global themes, such as the History of Wilbraham in the 1930's and 40's to a series on the exploits of the U.S. Marines during the Korean War. In addition, WPA staff and volunteer producers also covered and offered informative programs and forums focusing on important community issues relating to state and town government, schools, senior citizens, public safety, and the environment.

Importantly, in the wake of 9/11 and the implementation of homeland security concepts, several in-house training programs were produced for the Wilbraham Police Department, Wilbraham Fire Department, and Wilbraham Local Emergency Planning Committee.

Our internship program with the Hampden-Wilbraham Regional School District continued to be successful in providing students with the opportunity to learn all aspects of television broadcasting, culminating in the delivery of community related programs such as the weekly scheduled news, weather, and sports show.

The popular WPA Community Bulletin Board, aired over Channels 5 and 63, continued to provide public service announcements about up-coming events sponsored by a variety of community groups. At any given time, the WPA Community Bulletin Board runs an average of two-hundred-fifty pages of public service announcements.

With the vision and intent to operate Channel 62 as a twenty-four hour, seven-day, distance learning channel early in 2003, WPA signed an agreement to join the Annenberg Foundation sponsored community public broadcast network "CPB". The Annenberg Foundation, in partnership with the Corporation for Public Broadcasting, uses media and telecommunications to advance education and in excellence in teaching.

WPA also entered into a non-binding reciprocal program sharing arrangement with Public Access Stations in the towns of Ludlow, Longmeadow, and Palmer/Monson.

With the help of the Wilbraham Building Department, WPA was able to convert unused space in the "Little Red Schoolhouse" into a computer laboratory, equipped with five Dell manufactured desktop computers. As an initial offering, WPA held basic and intermediate classes in: introduction to the Internet, basic and advanced MS Word, basic MS Power Point and basic MS Excel. Forty area residents were able to utilize this new lab for scheduled workshops, as well as a number of residents and members who were able to use the computers for other projects.

One of 1,700 entrants, WPA won an Honorable Mention for Overall Excellence- Public Access, in the Hometown Video Festival sponsored by the Alliance for Community Media. The

Hometown Video Festival honors and promotes community media and local cable programs that are first distributed on Public, Educational and Governmental (PEG) access channels. Awards are presented to creative programs that address community needs, develop diverse community involvement and challenge conventional commercial television in a different way.

WPA bought one digital camera and enhanced our programming capabilities with the purchase of "Jumpback" digital graphics software. The Friends of Wilbraham Public Access bought three high quality tripods and paid for the electric service upgrade needed to maintain the computer laboratory.

In their continuing effort to support WPA, the members of The Friends of Public Access successfully sponsored a Youth Video Workshop; the "Under the Hood" Car Show; and, two Flea Markets. Attentive to the need to grow membership and to promote WPA programs, the "Friends" also continued to publish its bi-monthly newsletter, the *Pixel.*

Wilbraham Public Access Cable Television Committee Members:

Richard Scott, Chair
Ed Chapman, Vice Chair
Sandy Karplus, Secretary
Sandra Belcastro
Claudette Burque
Linda Fuller
Ben Hogan
Tom Nestor
Mary Ripley
Ray Syriac
Lorrie Willette

CABLE TV ADVISORY COMMITTEE

The Cable Television Advisory Committee ("Committee") has been reviewing various filings by Charter Communications during the year. The committee has been concerned with the rate increases and has participated in the Massachusetts Department of Telecommunications and Energy ("DTE") proceedings in order to provide input into the process. While the licensing authorities, including the Town of Wilbraham, do not have a direct say in the rates and/or programming of Charter Communications, the committee has attempted to make the views of the residents in Wilbraham known to Charter Communications and DTE when appropriate.

The Committee continues to monitor Charter Communications' migration to a digital platform and its impact on Wilbraham subscribers.

The current license with Charter Communications remains in effect until March 21, 2007.

John W. Welch, Chairman
Robert Berger
Ronald W. Dowling
Linda K. Fuller
Stephen Judycki
James H. Ross III
Roy Scott

CULTURAL COUNCIL

The Wilbraham Cultural Council awarded eight grants totaling $3,000 for the Fiscal Year 2003. Due to state budget cutbacks, funds available for local cultural activities were considerably less then last year, when the council awarded $7,461 for cultural programs in town.

The grants were awarded from a pool of $2,200 distributed to Wilbraham by the Massachusetts Cultural Council, a state agency that supports public programs and educational activities in the arts, sciences, and humanities. This council voted to draw $800 from its reserve fund to bring the totals up to $3,000.

Grant recipients included the schools and the library. A complete list of recipients and amounts can be found below.

The council is made up of volunteers, appointed by selectmen, who meet, set criteria for the awarding of grants, analyze the proposals, and vote to approve or disapprove them. Thousands of dollars in grant proposals with merit are received, but only those that directly benefit the citizens in town could be considered.

Wilbraham is fortunate to have a number of high quality cultural opportunities such as visits to the daytime Springfield Symphony Orchestra concerts, scientific field trips for youngsters, and innovative workshops developed by the library. Thanks to the council, Minnechaug Regional High School will again host a program on African-American literature, history and music highlighted by a visit by a touring blues musician. This year's grants for Wilbraham are as follows:

List of Applicants Funded by the Wilbraham Cultural Council for FY 2003:

♫ Soule Road School – Music Matters Ensemble Visits	$198
♫ Stony Hill School – Music Matters Ensemble Visits	$219
♫ Memorial School – Museum of Science Boston Visit	$417
♫ Minnechaug Regional H.S. – Musician Workshop	$239
♫ Wilbraham Public Library – Tanglewood Marionettes Show	$500
♫ Wilbraham Public Library – Origimido Workshop	$500
♫ Stony Hill School – Springfield Symphony Operation AIDA	$417
♫ Soule Road School - Springfield Symphony Operation AIDA	$510
TOTAL	**$3000**

Individual artists, humanists, and interpretive scientists are eligible and encouraged to apply for funds from this council. Individuals may request funds to cover fees or supplies related to their proposed activity. They need to demonstrate their qualifications and insure a direct public benefit to the community.

For more information about how the council operates, its guidelines, and state overviews, visit online at *www. masscultural council.org.*

Although less funds are available to the town this year, we are proud that Wilbraham is part of one of the most extensive systems of its kind in the nation to support the arts, sciences, and humanities. We hope that all residents in town, young and old, will benefit from this valuable community asset.

Jennifer Chapin, Chairperson
Jean Canosa-Albano, Co-Chair
Charles F. Bennett, Secretary
Carolyn Zawacki, Treasurer
Judy L. VanRaalte
Lee Fontaine
Barbara Los
Barbara S. Ziskind

HISTORICAL COMMISSION

The Wilbraham Historical Commission has enjoyed a tremendous resurgence in recent years. The seven-member commission has expertise in historic preservation, historic properties, and town history. We have worked with federal, state and local agencies. The commission also maintains a relationship with many experts in all historic fields, such as archeologists, contractors, and curators.

The commission has been involved in issues of historic significance, such as drafting bylaws for Town Meeting and supporting those proposed by other town committees. We have started to reorganize our records and archives in order to provide the citizens of Wilbraham better access as well as awareness of our history. We work with several different organizations in town, both public and private. We have worked with the Town Archivist, the Village Center Study Committee, the Open Space and Recreation Plan Committee, and the Public Library. We also work with the Atheneum Society, which maintains out Old Meeting House and Hearse House. The commission co-sponsored the effort with the Atheneum Society to obtain financing for the restoration of the Old Meeting House and Hearse House.

Our most important task is to chronicle and bring to light the history of Wilbraham. This year, the commission embarked on a project to tell the story of the town in a series of segments taped by Public Access Television. The first, *Wilbraham in the American Revolution*, aired in January. We were pleased with the response we received.

Anyone wishing to contact the Historical Commission is encouraged to write us at the Town Office Building, or call 596-8745.

Richard Howell, Chairman
Elizabeth Cahill
Steven M. Gray
Jennifer Rothschild-Shea
J. Bruce Tingle
Carol M. Albano
Anita LaBarbera

COMMUNITY GARDENS

The Conservation Commission sponsors the Community Garden project. It is located near the intersection of Glendale and Monson Roads, on conservation land formerly known as the "Richmond Chicken Farm." The Community Garden project has been in operation for 29 years, since this conservation tract was acquired. 2002 was an excellent year, with 43 gardeners renting plots.

This years was similar in endeavors to 2001: obtaining a seed grant from "America the Beautiful" that is valued at $1,500.00, which provides each gardener with $30.00 of free seeds. Extra effort was taken with weed control. The plots were deep plowed and limed an extra time in October. The Community Garden is self-supporting and runs a small surplus.

It appears that our initiative concerning the Massachusetts Technology Collaborative for solar water pumping is on hold awaiting disbursement of funds and the project is still under evaluation.

Garden plots remain a very generous 25X50 feet. Renters are provided with plots that are ready for planting. The fee is $15.00 per plot plus a refundable $5.00 clean up deposit.

If you are interested in joining Wilbraham Community Gardens, you may contact the garden coordinator, Mike Mosellen, at 596-8949, for more information.

HAMPDEN–WILBRAHAM REGIONAL SCHOOL DISTRICT

Paul C. Gagliarducci, Ed.D.
Superintendent of Schools

The 2001-2002 school year was one marked by high expectations and challenges. The reports filed by each of our district administrators will point toward a desire to improve upon an already solid educational foundation. There is much good that happens in our district on a daily basis. Each of our schools operates under mission statements that demand exceptional performances from both staff and students.

You will read about new curriculum initiatives, student achievements and many worthwhile accomplishments. As one of the largest suburban school districts in Western Massachusetts, we continue to hold a prominent position that helps to make our two communities desirable places to live and raise families.

Our commitment to maintain this high quality has been challenged by a very difficult economy. We ended the school year with hopes of maintaining all our programs for the upcoming school year. Unfortunately a drastic reduction in anticipated state revenue forced an override that was ultimately unsuccessful. Therefore, we began the new school year in September of 2002 without several teaching and support positions, as well as spending levels well below the previous year.

From my vantage point, and I am sure you will agree, our commitment is still strong. The report from each school will give credence to our district's motto "Excellence First, Learning Always".

Curriculum

Donna M. Scanlon, Ed.D
Assistant Superintendent of Curriculum,
Instruction, and Professional Development

The Hampden-Wilbraham Regional School District has a rich and rigorous core curriculum, as evidenced by students' excellent accomplishments. The District is currently renewing curriculum development processes in order to establish continuity in grades K-12 and consistency across the schools. Strengthening the integration of technology into instruction to improve learning is also a high priority. Although the necessary funding sources related to technology are currently scarce, plans are in place to develop and access diverse funding alternatives to promote exemplary use of technology in instruction.

The goal is that the curriculum, instruction, and assessment meets the educational needs of all students and results in steadily improving student achievement. Achieving this goal requires that:

- Effective short-term interventions or long-term support is provided to all students who need it.

- Consistent core materials are available in every classroom.
- Current research-based instructional practices for diverse learners are implemented in every classroom.
- Systems that assist in the continuous monitoring of student progress toward meeting the state/district benchmarks are implemented.
- Released MCAS items and scoring systems are meaningfully incorporated into classroom tests and quizzes at appropriate levels.
- Systematic, long-term, intensive, professional development is provided along with in-classroom support as needed.
- Instructional technology is fully supported and consistently utilized.
- Written curriculum guides are revised in response to new state frameworks.

These needs guide our professional development priorities and the allocation of our resources.

The state learning standards are used to guide curricular and instructional decisions at the district, school, and classroom level. All teachers design powerful, standards-based learning opportunities that will actively engage students in the learning process, and prepare them to perform at high levels through accessing their unique strengths, multiple intelligences, and creative processes. Schools demand creativity, critical thought, and academic growth from all children in multi-dimensional ways so that all students reach the promise of their potential.

HWRSD Academic Performance

Donna M. Scanlon, Ed.D.
Assistant Superintendent of Curriculum, Instruction, and Professional Development

Since its inception in 1998, the Massachusetts Comprehensive Assessment System (MCAS) has increasingly become a major source of information regarding student achievement, curriculum evaluation, and diagnosis of individual student strengths and weaknesses. District educators use MCAS data to drive decisions and to set clear, concrete learning goals for continual improvement.

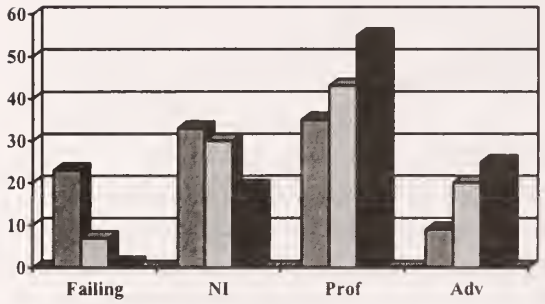
The chart below displays the percentage of HWRSD students who scored at the Advanced and Proficient levels in 2001 and 2002. State results are provided as a frame of reference.

MCAS	HWRSD Results: Percent of Students Scoring *Advanced/Proficient*		State Results: Percent of Students Scoring *Advanced/Proficient*	
	2001	2002	2001	2002
Grade 3 Reading	80%	85%	62%	67%
Grade 4 English Language Arts	66%	71%	51%	54%
Grade 4 Mathematics	49%	50%	34%	39%
Grade 6 Mathematics	58%	62%	36%	41%
Grade 7 English Language Arts	62%	77%	55%	64%
Grade 8 Mathematics	49%	39%	36%	34%
Grade 10 English Language Arts	62%	78%	50%	59%
Grade 10 Mathematics	62%	66%	45%	44%

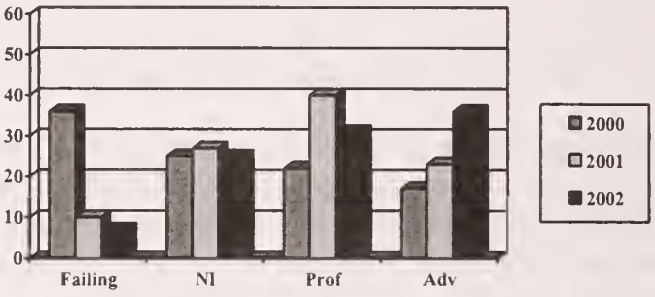
It is also important to note the following:

- The percentage of 10th grade students who scored at the Failing level in English Language Arts has decreased from 23% to 2% since spring of 2000.
- The percentage of 10th grade students who scored at the Failing level in Mathematics has decreased from 36% to 7% since spring of 2000.

Grade 10 English Language Arts



Grade 10 Mathematics



Members of the graduating class of 2003 are required to pass both the grade 10 English Language Arts and the grade 10 Mathematics MCAS tests as one condition for receiving a high school diploma. In light of these high stakes, Individual Student Success Plans are created and supplemental learning opportunities are offered to students who score at the Failing/Warning level in English Language Arts or Mathematics beginning in grade 4.

The state testing system has been evolving continuously for the last six years. It is expected that by 2005 MCAS will involve testing all third through eighth grade children in Reading and Mathematics every year as required by the No Child Left Behind Act signed by President Bush in January 2002. Other subjects will also be tested in certain grades. In order for our students to be appropriately prepared for MCAS and its high stakes, as well as for career and educational options in the 21st century, it is essential that teachers, administrators, parents, community, and students work together knowledgeably over the long term. Fortunately, the necessary partnerships in the District are vigorous and effective, with a shared commitment to continuous improvement at all levels.

SAT Accomplishments
Carolyn Lewis, MRHS Guidance Director
2001 – 2002 Comparison of SAT Averages

Verbal		Math
518	Minnechaug	530
512	Massachusetts	516
504	National	516

The graduates of the Class of 2002 at Minnechaug Regional High School represent a group of academically accomplished students. About 91% of this class are attending post-secondary

institutions of higher education. Of these students, 65% are enrolled in four-year colleges and 26% attend public and private two-year colleges.

Many of these students have been admitted to highly competitive colleges and universities including American University, Boston College, Carnegie Mellon, Cornell University, Dartmouth College, George Washington University, Massachusetts Institute of Technology, Skidmore College, Smith College, Syracuse University, The College of William and Mary, and University of Michigan.

SCHOOL-BASED INITIATIVES

Mile Tree Elementary School
Lynne Kimball, Principal

Mile Tree Elementary School staff and students continue to network and interact with our community. First grade classes visit the Life Care Center of Wilbraham on a rotating monthly basis to integrate an art project into socialization with our senior community members. Our neighbor, Mr. Llewellyn Merrick, owner of Merrick Farm, provided enough pumpkins so that all 400 students could enjoy their own. Members of the Wilbraham Fire Department visited Mile Tree School to present a Fire Safety Program for all of our students in grades Pre-school, Kindergarten, and 1. Thank you to firefighter Wendy and the whole department for providing this worthwhile and educational visit on such an important matter, "Fire Safety." The Mile Tree School community participated in "Food for Kids from Kids", a pre-Thanksgiving food drive organized by the Wilbraham Junior Women's Club, by collecting over 600 pounds of food for the Tri-County Survival Center.

Our very active, hardworking PTO is the backbone of our Mile Tree Community. We could not accomplish what we do without them. Their financial support and gift of time are beyond compare. This year they raised over $12,000 in funds that will be used to benefit Mile Tree through educational programs, family-centered activities, and classroom support.

The Mile Tree Elementary School Library Story Atrium was dedicated to former principal Jane Leone. A lovely picture and plaque hang in the library to honor her contributions and accomplishments. Furthermore, we are delighted to announce that we received 92 books valued at $1,211 as part of the PTO-sponsored library gift-giving program. What a great way for parents to honor our staff around the holidays, as well as add to the library collection benefiting all our children.

Playground Phase II is complete. Sincere thanks to committee members and others who supported fundraisers and to the many folks who gave their time during this challenging project.

Mile Tree's dedicated, determined, and enthusiastic staff guide and help our students grow academically and socially. We are all working together toward our main goals of our 2002-2003 School Improvement Plan which include:

1. To continue the National Association for the Education of Young Children (NAEYC)

Accreditation Process.

2. To continue the integration of technology to support the total learning environment at Mile Tree School.
3. To implement Math Investigations Program into Kindergarten and Grade 1 curriculum.
4. To create a safe, positive school climate to enhance students' social and emotional well being.

Green Meadows Elementary School
T. Jeffrey Sullivan, Principal

Green Meadows Elementary School will focus on four School Improvement Plan goals during the 2002-2003 school year. A major focus this year is in mathematics. Successful implementation of "Investigations" mathematics is a primary goal for the Green Meadows teachers. Our teachers meet regularly in both building and district teams to plan their "Investigations" units and discuss issues of concern. Teachers are implementing Accelerated Math in the second grade, and soon it will be added to the third grade curriculum.

A second goal is to improve reading and instill in all students a love for literature. This year our teachers have been planning activities around monthly reading genres. Accelerated Reader continues to support this reading goal in second and third grades. It is also used to provide enrichment for some of our first graders. Each April is designated "Poetry Month" and another anthology is planned for April 2003. Kindergarten, first and second grades are using "Guided Reading" strategies to support the curriculum. "Reading Closets" with multiple copies of leveled books will be enhanced this year. Kindergarten and first graders are teaming as "Reading Buddies" during the year.

A third goal this year is to continue to pursue accreditation with NAEYC (National Association for the Education of Young Children). Pre-School and Kindergarten teachers are coordinating these efforts. NAEYC requires very high standards to be in place to achieve accreditation. We hope to meet each benchmark to qualify.

Our fourth goal is to continue to improve and promote safety and self-care for our children. Anti-bullying curriculum is a major initiative this year.

Community service learning included the annual Salvation Army Canned Goods Drive, collection of school supplies for foster children through the Center For Human Development, and a special outreach to the men and women in the Armed Forces from Hampden. Green Meadows students participated in the Toy for Joy and Giving Tree programs in December 2002.

Green Meadows has been able to offer an after-school program to help third graders prepare and develop skills for taking the spring MCAS. This effort has been funded through Title I, a federal grant. Analysis of last spring's MCAS scores will help us plan lessons and activities for success on this spring's testing. A total of 64 children took the test in April 2002. We are pleased to report that our third graders had an average score of 34.19 out of a possible 40, and 89.06% (57 students) of our students scored in the Proficient range (there was no advanced category), with

10.93% (7 students) in the Needs Improvement and 0% in the Warning categories.

VIPS provides a Read Aloud program in addition to after school activities and volunteer support, and our Police Resource Officer continues to be a valuable addition to our ongoing programs.

Our new playground has become a reality. It was dedicated last May to "All The Children of Hampden, Past, Present & Future". At the dedication our school was presented a plaque marking the occasion from Hampden CARES.

Memorial Elementary School
Deborah Thompson, Principal

Memorial Elementary School developed a School Improvement Plan that focused on four goals:

1. To continue to improve student performance in reading, writing and oral communication.
2. To improve math performance in computation and problem solving using the *Investigations Math Program.*
3. To create a positive and safe school climate that fosters the academic, social and emotional development of all students.
4. To use technology to enhance instruction and student performance.

To achieve these very important goals, the faculty of Memorial has been actively involved in professional development. During the summer of 2002, 11 teachers from Memorial joined 19 other teachers from HWRSD in an intensive weeklong training in the John Collins Writing Program. This program helps children focus their ideas and narrow the "correction areas" for each piece. This helps children concentrate on the specific content of their piece, as well as being able to use mechanics correctly. This writing program also fosters writing across all content areas. In addition, teachers worked in grade level teams sharing ideas and developing assessments and scoring rubrics for the *Investigations Math Program.* This is a concept-based program that teaches children about our number system so they develop much stronger and deeper mathematical understanding.

Our School Climate Committee developed activities that promoted tolerance and respect for all members of our school community. Our yearly theme, "Everyone's a P.R.O.!" stood for "People Respecting Others." To foster this community spirit, Memorial celebrated seven all-school assemblies on various themes. We honored Veterans, Dr. Martin Luther King, Memorial Day, Spring Into Reading, our graduating 6th graders and the greater community of Wilbraham with our Giving Tree Assembly. Students collected over 750 pounds of food for the Survival Center in Ludlow and donated 358 student-made ornaments to the Giving Tree at Eastfield Mall. Our 6th graders acted as "Big Buddies" for our second graders throughout the year. This created a very positive transition for our young students who moved up from Mile Tree School.

We continued to move forward in the area of technology. Our 24-student station lab greatly enhanced teachers' abilities to utilize technology in a meaningful way. Students were able to participate in classes that taught PowerPoint, Word Processing, Publisher and Internet research skills. In addition, the use of *Investigations* software and other educational software truly enhanced learning in many curricular areas.

The Memorial PTO continued to provide outstanding support for our school. Their fundraising efforts allowed us to purchase computer software, TV's and VCR's for classroom instruction, snacks and refreshments for student programs, and books for our library collection. Many thanks to all the members of the PTO and parent volunteers who gave so much of their time and energy to make our school a better place for our children.

Soule Road Elementary School
Rosemary Brosnan, Principal

Soule Road Elementary School, built in 1971, is home to 368 students in preschool and grades 2-6. The mission of the Soule Road community is to provide the best possible education available for its students. As they develop their diverse potentials, students are encouraged to become capable problem-solvers, able to cope and adapt to the ever-changing world about them. Children are given the opportunities to explore and develop essential skills for use as future members of society.

Keeping in mind the school's and district's mission statements and the district strategic plan, the Soule Road School Council developed three goals for the 2002-2003 school year. These goals are: to build Soule Road School into a model technology-driven facility by incorporating best practices into all facets of the educational experience; to create a community of learners engaged in mathematical ideas; and to continue to foster a positive and supportive school community.

In an effort to make Soule Road a technology-rich facility, the technology goal received a boost when the District provided the school with 24 computers to create a computer lab. The lab and the adjacent library form the school's multi-media center.

In addition, the Soule Road PTO purchased a computer and printer for each homeroom in grades 2-5. A student-webmaster committee, under the direction of the school's technology assistant, has helped to keep the school's website current.

For years Soule Road has participated in the Accelerated Reading Program. At the beginning of the second semester of the 2002-2003 school year, the Accelerated Math program will be implemented in Grade 5.

The Student Council continues to be involved with community service projects. This past December ten boxes of books were mailed to the Sutton Grade School in West Virginia. Student Council members collected the books as part of a spirit day activity. The Student Council also collected "Pennies for Patients" for the Leukemia & Lymphoma Society. They sponsored a bake sale at holiday time and donated the proceeds to the Head Start program, delivered "Trick or Treat" bags to patients at the Shriners Hospital and collected over 500 pounds of food at Thanksgiving time for the Survival Center.

Each February "Peaceful and Kind Student Awards" are bestowed at a school-wide assembly to students, nominated by their peers, who represent the qualities resembling those of Dr. Martin Luther King, Jr.

Two second-year programs continue to be successful. The Grades 2 and 6 cross-grade partnership "Buddy Program" and the "Caught Doing Something Good" initiative help promote a positive school climate.

The Soule Road School Kids' Club debuted in February 2003. The six-week after-school enrichment program offered courses in jewelry making, physical education games, dramatic arts, computer classes, and an introduction to playing chess.

Stony Hill Elementary School
Eleanor Fernands, Principal

Stony Hill Elementary School's faculty and students are focused on continued improvement in academic achievement. The School Improvement Plan for the 2002-2003 school year includes literacy, math and climate initiatives. Faculty members serve on goal committees designed to drive the School Improvement Plan.

To improve the level of literacy, Stony Hill is committed to significantly increasing the volumes of books in the school library/information center. In addition, the faculty and students are adopting the Collins Writing Across the Curriculum Program. Teachers are participating in an intensive training plan and are establishing more consistent writing standards and format for students. The District's literacy specialist supports our teachers by modeling lessons and providing assistance with planning. Students are involved in Voice of the Tiger Newspaper, Publishing Center and Book Club.

To increase achievement in math, teachers are implementing the Investigations/Addison Wesley Math Program, which has a significant training and support component. Also, Stony Hill has added the grade 3 and 6 sections of Accelerated Math. The Accelerated Math Club has expanded to grade 5 students, and grade 3 students are beginning to learn the program as well.

The climate focus is to improve the recess and lunchroom environment. A new soccer field and long-jump area were added to the playground and more equitable rules for its use have been established. The enrichment program and community service projects have also been expanded.

Remedial and acceleration support services are offered to Stony Hill students. The "Pack Up Program" matches staff members with students at the end of each school day. Together they review agenda books and check for resources necessary for success with homework. Stony Hill has an extended day Title I Program for 4th grade students in reading and math. In addition, we have begun an MCAS support group in math for 6th grade students. Students are involved in acceleration programs such as WEB Questers and 3rd grade Accelerated Math.

Thornton W. Burgess Middle School
Noel Pixley, Principal

Thornton W. Burgess Middle School's School Improvement Plan will focus on three strategic goals for the 2002-2003 school year. Improving academic growth in the areas of Math and

Language Arts continues to be a focus, along with promoting a safe school environment for staff and students, and promoting public relations/communications. Preparing students for the MCAS, and other such testing programs, continues to be a focus for all staff members at all grade levels. We are pleased to report that as a result of continued improvements in student performance demonstrated by our 2002 MCAS scores in English Language Arts and Mathematics, Thornton Burgess students were among the top ten performers in Western Massachusetts in both categories. According to our Cycle II Performance Rating, students are performing on target to above target in all areas. Teachers and administrators at Thornton Burgess continue to be actively involved in various grade-level study groups and are immersed in curriculum review, curriculum mapping and various other professional development activities.

For the second year in a row the staff of Thornton Burgess made the unanimous commitment to continue our participation with the "Foundation for Excellent Schools" (FES). This year each grade level team at Thornton Burgess has partnered with a local college to provide mentoring opportunities for our students in the areas of Math, Science and Language Arts. Our students will benefit from this experience in a multitude of ways. Activities such as a Math Carnival will help with research projects, and college campus visits will provide many exciting learning opportunities. Many thanks to Springfield College, American International College and Westfield State College, with whom we will be partnering with this year. Through our involvement with FES, the Thornton Burgess faculty will be better prepared to provide high quality educational opportunities for all students.

As in the past, the administration and faculty of Thornton Burgess would like to recognize the parents, PTO, and VIPS for their continued support of such programs as our annual magazine drive and Career Day. Without their remarkable and continued support we would not be able to offer our high quality field trips and in-school programs. Many thanks also to Sergeant Farnsworth and Officer Joy for their commitment to D.A.R.E. and the Community Policing Program. Their support and commitment to these programs have had a positive impact on the entire school community.

Wilbraham Middle School
Robert Dionne, Principal

Wilbraham Middle School continued to move forward on redefining our school's mission by infusing a set of "Core Values" into our entire school climate. Caring, Honesty, Respect, Learning, and Responsibility have become the focus of our daily activities for students and staff. Several new activities and programs were launched this year in an effort to raise awareness of the significance of these values to all members of our school community. The involvement of our parents through the work of the PTA and School Council committees is a major asset and resource for our school. The PTA continues to fund the purchase of various supplies, equipment and building improvements. Additionally they have sponsored a number of student activities and programs that enriched the curriculum in a number of academic areas. The PTA sponsored the return of the very talented "Young Americans" to the delight of both WMS and TWB students this fall. In memory of Sharon Lopata, the sewing room received a major overhaul, including brand new sewing machines and furniture. This renovation will enable the sewing center to be used by all members of the Wilbraham community. The after-school Homework Center

continues to assist students on Tuesdays and Thursdays and is made possible by funding from the Scantic Valley YMCA. The Career Education program was funded for the third year through the Massachusetts Office for School to Work Transition. This program provides our students access to the Bridges software program that will assist students with learning about career opportunities and how to develop their individual portfolios.

Minnechaug Regional High School
John K. Logan, Principal

Minnechaug Regional High School continues to excel in the academic, social, and physical education of its students. Faculty and administration remain firmly committed to producing lifelong learners.

English Teachers took part in such professional development activities as Building Teaching Communities Through Writing, The Literary Essay, Literature and Composition Study Group, Mentoring New Teachers, and Socratic Ethics. Students attended performances of *Othello, Macbeth, Romeo and Juliet,* as well as a trip to The House of Seven Gables. Two students won the Springfield Union News Writing Contest and three students won the 8th Annual Golden-Sugihara "Do The Right Thing" Awards.

The History and Social Science Department was active, through its display case, guest speakers, curriculum development and participation in study groups, many of which addressed the issues of diversity and prejudice. Curriculum for a new senior elective, Multicultural Studies, was developed and will be offered next year. The course will explore areas of social injustice, inequity, discrimination and bias. Department members were involved in a federally funded program, Teaching American History Program, offered at The Pocumtuck Valley Memorial Association in Deerfield and attended a variety of seminars that pertained to various American History topics. The department continued to increase its use of technology and made very effective use of the J7 Computer Lab. The lab itself was upgraded both physically and technologically, which allows students to do more sophisticated work and the lab to be a more effective teaching tool. Senior Seminar students presented Media Fest 2002 to an audience of about 275. Eight multimedia computer generated programs, all dealing with the 20th Century, were successfully completed using the new multimedia lab in the Social Studies Core. In addition, members of Senior Seminar submitted their papers to the Phi Alpha State Historical Conference. One student received the 3rd Place Trophy, and numerous students received Honorable Mentions for their efforts in historical research and writing. The department was also very successful in extra-curricular activities related to Social Studies. Model UN held a joint session at Minnechaug with Witcum High School from Bethel, VT. The focus of the simulation was prevention of acts of terrorism by rogue nations. Model Congress was very successful at AIC's Model Congress and one student won the Best Delegate Award and a full four-year scholarship to AIC. Mock Law won the Region 15 Championship and qualified for the Mass Bar Association State Tournament.

Teachers in the Language Department diligently started their work on the Curriculum Design and Learning Experiences template aligning what they do in their classes with the Foreign Language Frameworks. A vision statement for the department was adopted which continues to

support the Foreign Language Frameworks. In addition, Latin students participated in a field trip to the Isabella Stuart Gardner Museum in Boston, as well as attending Classics Day at Mount Greylock Regional High School. French students participated in a field trip to the Sterling and Francine Clark Art Institute in Williamstown, and some French students voluntarily took the Grand Councours, a national French exam given to students in grades 9 through 12 in high schools around the country.

In the Math Department, teachers prepared a document to be used by all teachers for MCAS preparation. A schedule was designed whereby during the five weeks prior to MCAS each strand was extensively reviewed. Each strand was assigned a specific week and all teachers were required to use the same review materials prepared by the department. In order to facilitate the curriculum development for the Carnegie Cognitive Tutor, the geometry component was purchased, a teacher obtained certification as a trainer for this component, and the department received informal training in its application.

The Science Department spent a tremendous amount of time aligning the curriculum with the Science Frameworks that were newly revised by the Department of Education in June. The science faculty met as a department and in smaller subject area groups throughout the year to completely rewrite the curriculum. The department participated in the Department of Environmental Protection's Public School Chemical Management Grant Program. As part of the requirements from DEP to pay for chemical disposal, a representative from MASS COSH visited with us to provide background information needed to conduct a final inspection of our chemicals for the June disposal days. Working in conjunction with the administration, fire department, and DPW, the department members have worked hard to address potential chemical hazards in the science department. Representatives from Clean Harbors were available in June to safely move to a central location the chemicals we had identified

Minnechaug's Special Education Department continues to serve approximately 200 students with identified special needs. Of significant note is the increase of inclusion support within general education classes (from 2 classes in 2001-2002 to 15 classes in 2002-2003). In addition, Minnechaug continues to support students who have participated in the middle school's more restrictive specialized programming, Focus and Structured Learning. Moreover, a few students from highly restrictive out-of-district placements have returned to Minnechaug and have made effective progress.

In 2002 the Business Department became part of the Tech Ed/Computers Department. The computer lab in M8 was upgraded with new computers and a television setup was installed. Our students continue to be recognized at robotics competitions, programming competitions, and at the FBLA state competition. Our ATHS students offered free computer training to senior citizens and Internet courses at the Wilbraham Public Library. These students also developed a computer program for our school climate survey, and they worked on the high school computer inventory. Our teachers are continually working to revise and update our curriculum to respond to the state Frameworks and the MCAS.

The Fine Arts Department is in the second year of using its newly renovated D1 art suite. Students were involved in field trips to the Museum of Modern Art, Metropolitan Museum, and

Whitney Museum in New York City. The Music Department presented a Spring Music Festival, Jazz Show, and Winter Concert. As usual, Minnechaug was well represented at the Western District and All-State Music Festivals by both choral and instrumental students.

Family and Consumer Sciences teachers remained involved in the preschool program and worked on incorporating the Language Arts and Literacy Preschool Frameworks into the existing preschool program. Several guest speakers from local businesses and post-secondary schools spoke to students on career options in the food service industry. The Articulation Agreement with Springfield Technical Community College in the Early Childhood Program was reviewed and renewed for a two-year period. The "Musical Feast," a collaborative effort with the Fine Arts Department, has become an annual event.

The Guidance Department continues to be proactive to better serve our students, parents and community by providing a variety of services. Community Outreach programs include Coffee with Counselors, Eighth Grade Orientation, two Financial Aid workshops, Junior College Night, College Applications 101 and the Guidance Advisory Council. Counselors call the homes of all ninth graders to assist in their transition to Minnechaug. A reception is held for all transfer students, and a window display in the guidance office shows where seniors have been accepted to college. Students are supported with scheduling, career research, college admissions and help with personal problems. Workshops are offered for SAT test taking strategies, writing college application essays, preparing juniors for applying to colleges, and helping seniors with the transition to life after high school. A Grief Support Program is also available. The Sat I and II, PSAT's, AP's, and ASVAB are all administered here. The Tech Prep program has expanded and has hosted several career speakers. The Career Center Coordinator organizes job-shadowing opportunities and internships are available to our seniors. There are 109 Minnechaug students eligible for the Massachusetts Department of Education Stanley Z. Koplik Certificate of Mastery this year.

Student Activities has always been an integral part of the high school experience. Over 1,100 students participated in the fifty co-curricular student activity offerings during the year, and thousands of hours of community service and over $23,000 were contributed to the school and communities. The academic teams had an outstanding year as illustrated by the following achievements: As Schools Match Wits won three matches on the way to the playoffs; the Chess Team finished 3rd in Western Mass.; the Computer Club finished 1st at WNEC and 6th in the New England Regionals; the FBLA had students who earned 2nd and 3rd place honors in New England; the Mathletes finished 2nd in Western Mass; the Mock Law Team won the Region 15 Championship; the Model Congress had Best Delegate at AIC; the Science Olympiad finished 1st in Western Mass. and 8th in the state; the SMOKE SIGNAL won a 1st place from American Scholastic Press, 2nd place from Quill and Scroll International, and the Milton Birnbaum Award for Excellence in Journalism; and EMERALDS was given a rating of "excellent" by the National Council of Teachers of English and a second place award from the American Scholastic Press Association. In addition, dozens of successful fundraisers raised over $100,000 to support our many varied events such as plays, dances, inductions, and senior events over the past year.

The Physical Education/Health Department continued in the education of the whole student by adding speakers in a variety of health-related topics. The topics included alcohol and substance

abuse, smokeless tobacco, fire safety, human sexuality, and women's health issues. The department continued its professional development in the areas of Project Adventure, lifeguard training/recertification, dating violence education, and several staff members attended the Massachusetts Physical Education, Recreation, and Dance conference. The department also continued its cooperation with area colleges in the supervision of student teachers. A lifeguard training course for MRHS students/staff was offered.

Our diverse athletic program (30 sports/activities) continues to complement our comprehensive approach to education. Participation rates are very high with 400 student-athletes participating in the fall, 300 in the winter, and 424 in the spring. Members of the MRHS teams excel both academically and athletically. Of special note, the MRHS girls' volleyball team was a state semi-finalist and the MRHS girls' softball team was a state finalist.

The Media Center upgraded its science reference collection with several new sets and it also has begun the process of evaluating the print collection in terms of materials' timeliness, relevance to the curriculum, and overall quality.

Student Services Department
Thomas Philpott, Director

Student Services comprises special education, speech therapy, psycho-educational assessment, occupational therapy, physical therapy, English as a Second Language, assistive technology, and school adjustment counseling. Close to 700 students with varying disabilities benefit from these services that are essential in order for effective academic and social progress to occur.

Over 300 students are evaluated each year to determine whether some form of a learning disability inhibits their academic progression in the general education program. If a student is found to have an educational disability, a continuum of service interventions is available to provide the student with the most effective support possible in the least intrusive manner. These services range from consultation and monitoring, to partial placement in a resource room, to full time placement in a specialized District program or, in a small percentage of cases, to placement in a collaborative or private school program. This sequence of service interventions is critical to the successful remediation of the student's learning difficulties since each student demonstrates unique strengths and weaknesses that must be considered when creating an intervention plan. There are usually no simple solutions and no one program will meet all students' needs.

The Hampden-Wilbraham Regional School District has established a reputation of providing quality educational services to students whose disabilities would inhibit school success without the support provided by the various educational and related services mentioned above.

Federal and State grants allowed the expansion of our assistive technology resources that creates an important link between the student and his or her ability to access the general curriculum. Grants have also funded workshops for professional staff on developing a better understanding of the impact educational disabilities have on a student's learning capability. Grants have also allowed the District to hire an Autism Specialist who is able to develop programming that will enhance our ability to work with such students within the District, thus cutting down our

dependence on costly out-of- district programs.

The cooperation between regular education and special education has never been better, and it is this effort to collaborate in finding effective ways to promote the academic and social development for all students that will result in a school district that we can all be proud of!

School Nursing
Poppy Nelson, RN, BSN, NCSN, Nurse Leader

The District is very fortunate to have a knowledgeable, caring, and busy staff of professional school nurses. During the school year 15,319 students were given first aid, 17,626 illness assessments were completed, 20,069 student medications were given, and 3,824 parent phone calls and meetings were accomplished. Overall, there were 58,641 student health clinic visits during the school year.

In the 2001-2002 school year the District continued to have a full-time school nurse in each building and two full-time nurses at the high school. This was accomplished through the continued support of the District and the Department of Public Health's Enhanced School Health Services Grant. The nurses work closely with the DPH and are involved with the CHNA #4 – the Community Health Network Area of Greater Springfield.

During the school year nurses administered the Hepatitis B vaccine 3 part series to 89 students in grades 6 and 12 and to 85 faculty and staff members. They also gave 200 flu shots to our faculty and staff.

Through the ESHS grant the District was able to purchase an automated external defibrillator for Minnechaug. Fire Chief Ken Willette was extremely helpful in this process, as was Firefighter Bill Sears who trained 15 of our employees in its use.

As part of our staff wellness program, a Weight Watchers At Work Program was started after school at MRHS. In the first 12 weeks the 28 members lost 295 lbs.!

Adult Community Education and Recreation
Ned Doyle, Director

Completing its fifth year in existence, the Adult Community Education and Recreation Program "New Beginnings", continues to be most successful. In 2002 approximately 2,600 participants enjoyed the 94 program offerings. The "New Beginnings" program continues to be the umbrella structure for the following entities:

- Adult Community Education Program
- MRHS Summer School Program
- Elementary Summer Reading Program
- "Summer Programs 'R' You" Program
- Community Recreation Program
- HWRSD-Scantic Valley YMCA Co-operative Programs

The 2002 "Summer Programs 'R' You", serving the youth of the community, was the most popular program with 757 participants. The Community Recreation Program, the HWRSD-Scantic Valley YMCA Co-operative Program, and the Adult Community Education Program, all focusing on the adult population, were also extremely popular. The "New Beginnings" program anticipants a very bright future as it continues to meet the educational and recreational needs of our communities.

SCHOOL COUNCILS

The Hampden-Wilbraham Regional School District wishes to acknowledge the effectiveness of the School Councils and to thank them for volunteering their personal time to pursue a commitment to the education of our young people. We would also like the community to recognize the services rendered by these parents and citizens of the HWRSD.

MILE TREE ELEMENTARY SCHOOL
Lynne Kimball, Principal
Amy Basile
Dina LaMotte
Janet Libby
JoAnn Mack
Pam Pearson
Denise Salerno
Kathleen Santaniello

MEMORIAL ELEMENTARY SCHOOL
Deborah Thompson, Principal
Sherrill Caruana
Katharine Farnham
Lynne Leveille
Darlene Maconi
Dennis Young

GREEN MEADOWS ELEMENTARY SCHOOL
T. Jeffrey Sullivan, Principal
Kate Asher
Donna Benoit
Linda Brannigan
Victoria Janeczek
Richard Moriarty
Tina Murphy
Diane Scott
Nancy Thompson

SOULE ROAD ELEMENTARY SCHOOL
Rosemary Brosnan, Principal
Meg Cyr
Krista Hanson
Stephanie Harju
Betty Howarth
Cathy Mahoney
Tom Moran
Louise Pelletier
Karen Rossi
Missy Taft

STONY HILL ELEMENTARY SCHOOL
Eleanor Fernands, Principal
Michelle Axtmann
Jenn Bauduccio
Gretchen Cardoso
Andy Cohen
Judy Farrar
Mary Beth Laliberte
Nan O'Connor

THORNTON W. BURGESS MIDDLE SCHOOL
Noel Pixley, Principal
Marilyn Berrett
Cheryl Clarke
Bonnie Howell
Phyllis Hultstrom
Ken Peterson
Susan Raimer
Lynn Schmitt
Mary Ellen Shea
Cheri Tanguay
Andrea Tarczynski

WILBRAHAM MIDDLE SCHOOL
Robert A. Dionne, Principal
Carole Alderman
Owen Burke
William Caruana
Linda Cooper
Christopher Eagen
Donald Lavin
Nikki Nadeau
Jane Robinson
Christina Roy
Kyle St. Germain
Andrew Vottero

MINNECHAUG REGIONAL HIGH SCHOOL
John K. Logan, Principal
Patricia Casey
Elizabeth Contant
Patricia Gordon
Wilbur Jenkins
Clifton Johnson
Meredith Malysz
Patricia Pastoreck
Gary Petzold
Sarah Petzold
Susan Raimer
Gregory Schmutte
Constance Shea

SCHOOL COMMITTEE MEMBERS

Ronald E. Thomson, Chairperson
Pamela C. Burch, Vice Chairperson
Lois R. Megliola
Mary Anne Morris
Natalie Pedace
Peter T. Salerno
Paula R. Tingle

RETIREMENTS DURING 2002 WERE:

Ellen R. Alpert, Soule Road Elementary School
Carolyn M. Baker, Wilbraham Middle School
Frances C. Brown, Green Meadows Elementary School
Stephen R. Castonguay, Minnechaug Regional High School
Margaret F. Daniele, Minnechaug Regional High School
Gale Ehnstrom, Minnechaug Regional High School
Charles R. Ingulli, Jr., Stony Hill Elementary School
Robert N. Irish, Thornton W. Burgess Middle School
Susan B. Kline, Minnechaug Regional High School
Carol A. Marchesseault, Mile Tree Elementary School
Maureen Paradis, Memorial Elementary School
Barbara G. Sherry, Soule Road Elementary School
Barbara J. Sirois, Minnechaug Regional High School

FIVE-YEAR ENROLLMENT HISTORY

	1997 – 1998			1998 – 1999			1999 – 2000			2000 - 2001			2001 - 2002		
Grade	H	W	T	H	W	T	H	W	T	H	W	T	H	W	T
K	43	129	172	50	162	212	50	144	194	63	193	256	61	180	241
P-1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1	92	179	271	58	149	207	67	177	244	59	176	235	65	210	275
2	71	188	259	86	196	282	57	175	232	66	179	245	62	189	251
3	73	216	289	73	194	267	91	213	304	64	185	249	63	184	247
4	80	203	283	67	224	291	72	204	276	96	217	313	64	195	259
5	83	201	284	82	204	286	72	240	312	75	210	285	95	229	324
6	67	203	270	84	205	289	82	213	295	80	244	324	80	216	296
7	75	207	282	65	204	269	84	216	300	88	221	309	76	251	327
8	83	199	282	78	219	297	64	217	281	88	219	307	88	227	315
9	66	210	276	80	220	300	89	245	334	60	192	252	87	243	330
10	72	183	255	68	202	270	73	209	282	77	200	277	66	222	288
11	62	160	222	66	173	239	63	190	253	82	231	313	72	218	290
12	64	156	220	62	158	220	69	182	251	68	229	313	79	208	287
9-12 Other			77			87			88			85			87
TOTAL	931	2434	3442	918	2508	3516	933	2625	3646	966	2696	3747	958	2772	3817

HAMPDEN-WILBRAHAM REGIONAL SCHOOL DISTRICT
DIRECTORY OF SCHOOLS

Mile Tree Elementary School (Grades Pre K – 1)
Lynne Kimball, Principal
625 Main Street, Wilbraham, MA 01095 – Telephone (413) 596-6921
School Hours: 9:00 a.m. to 3:15 p.m.

Green Meadows Elementary School (Grades Pre K – 3)
T. Jeffrey Sullivan, Principal
38 North Road, Hampden, MA 01036 – Telephone (413) 566-3263
School Hours: 9:00 a.m. to 3:15 p.m.

Memorial Elementary School (Grades 2 – 6)
Deborah Thompson, Principal
310 Main Street, Wilbraham, MA 01095 – Telephone (413) 596-6821
School Hours: 8:25 a.m. to 2:40 p.m.

Stony Hill School (Grades 2 – 6)
Eleanor Fernands, Principal
675 Stony Hill Road, MA 01095 – Telephone (413) 599-1950
School Hours: 8:25 a.m. to 2:40 p.m.

Thornton W. Burgess Middle School (Grades 4 – 8)
Noel Pixley, Principal
85 Wilbraham Road, Hampden, MA 01036 – Telephone (413) 566-8950
School Hours: 8:25 a.m. to 2:40 p.m.

Wilbraham Middle School (Grades 7 – 8)
Robert Dionne, Principal
466 Stony Hill Road, Wilbraham, MA 01095 – Telephone ((413)) 596-9061
School Hours: 7:50 a.m. to 2:05 p.m.

Minnechaug Regional High School (Grades 9 –12)
John K. Logan, Jr., Principal
612 Main Street, Wilbraham, MA 01095 – Telephone (413) 596-9011
School Hours: 7:30 a.m. to 2:00 p.m.

Superintendent's Office
Paul C. Gagliarducci, Ed.D., Superintendent of Schools
621 Main Street, Wilbraham, MA 01095 – Telephone (413) 596-3884
Hours: 8:00 a.m. to 4:00 p.m.

THE ATHENEUM SOCIETY OF WILBRAHAM

In 2002, the Atheneum Society of Wilbraham had a very busy year.

In the spring, the trustees had a beautiful blue spruce planted on the south lawn of the Old Meeting House. The tree is in memory of Diana Hayn, a member and friend of the Society and it will be decorated by her grandchildren every Christmas season as a focal point of our "Festival of Trees."

During the summer months, the curatorial committee prepared many displays for the fall Veterans Open House, that was held at the Old Meeting House after the dedication of the town's new Veterans Memorial. Many town residents provided military memorabilia for the display.

Our 2nd Annual Festival of Trees was held in December. Members of town organizations tastefully decorated 25 trees for the event.

In the spring of 2003, the Old Meeting House will be getting a new cedar shingle roof along with some needed roof structural repairs. This will complete the current restoration project.

In May, our first open house of 2003 will be held and we hope residents will visit our town's historical museum during the year.

Marcie D. Williams, President

The Atheneum Society maintains the Old Meeting House as a museum
to preserve traditions and artifacts relating to historic Wilbraham.
It is supported by financial donations and volunteer hours.

WILBRAHAM & MONSON ACADEMY

Wilbraham & Monson Academy began its 199th year by welcoming 352 students who have come from 16 states and 14 different countries to live and learn together. Among the day students, 30 are from Wilbraham. Enrollment in the Blake Middle School is 62 students.

In July of 2002, Mr. Rodney LaBrecque began work as the Head of School. Mr. LaBrecque served as the Dean of Academic Affairs at Choate Rosemary Hall in Wallingford, Connecticut, for five years prior to spending the last five years in the Silicon Valley planning and designing a new independent middle and high school. For 27 years he has lived in and led both girls and boys dormitories at several New England independent schools. He served for eight years as the

Science Department Head at Milton Academy, and taught physics and chemistry at St. Paul's School in Concord, New Hampshire, as well as at Westminster School in Simsbury, Connecticut, and The MacDuffie School for Girls, Springfield, Massachusetts. Further information about Mr. and Mrs. Labrecque can be found on the Academy Web site: http://www.WMAcademy.org.

During this past year, the school raised, in a non-capital campaign year, $1.4 million. These funds will be used to augment the $4.5 million endowment as well as for operating expenses.

In June the New England Association of Schools and Colleges (NEASC) granted the Academy another ten-year accreditation. The Visiting Committee made four major recommendations to improve the operation of the school. The Academy will report back to NEASC at the five-year mark in 2007 to report progress on these recommendations.

The Academy is embarked on several initiatives as a leader in independent school operation. In the fall the faculty adopted a system of Directed Study to take the place of mandatory study hall, which had proved largely ineffective. In addition, the Academy has begun a $150,000 merit-based scholarship program, the Bicentennial Scholars, as one way of raising the quality of its academic program. The program is modeled after the prestigious Morehead Scholarship at the University of North Carolina. The Academy is committed to bringing bright, committed students to live and study at the school.

The Academy has begun a programmed series of renovations to its faculty housing situated along Main Street and Faculty Street. These external and internal renovations should ensure that the historic character of the Main Street area is maintained.

The Academy continues to maintain strong ties with the Town of Wilbraham. Many of our students are involved with local elementary and middle schools. The Academy Repertory Company and Academy Singers perform at many schools. International students visit the Wilbraham Middle School and speak to social studies classes about their countries and their culture. Through community service students volunteer at day care and senior citizens' centers. The Academy also provides meeting space for local groups and use of its facilities for local athletic teams. We welcome the citizens of Wilbraham at concerts, dramatic performances, and athletic events on campus. The Beech Tree Summer Camp provides a stimulating day camp experience for many local youngsters. In addition, the bulk of the Academy's $10 million operating budget is spent locally. We are extremely proud to be an important part of the Town of Wilbraham, as we have been for nearly 200 years.

Rodney LaBrecque, Head of School

COMMUNITY ORGANIZATIONS

Type of Service	Name of Groups	Contact Number
Business	Economic Development Council	596-2806
Business	Hamp.-Wilb. Chamber of Commerce	787-1555
Club	Elks Lodge 2448, Ludlow	583-2448
Club	Grange #153	283-5532
Club	Knights of Columbus	596-9982
Club	St. Cecilia's Women's Club	596-8676
Club	Newton Lodge	596-6677
Club	Rotary of Wilbraham	596-6151
Club	Junior Women's Club	596-2742
Club	Lion's Club	596-2959
Club	Women's Club	596-3448
Club	South End Neighborhood Club	596-9306
Club	Welcome Wagon	599-1713
Education-Private	Wilbraham and Monson Academy	596-6811
Education-Public	Hampden-Wilbraham Regional Schools	596-3884
Events (Peach Festival)	Wilbraham Community Association	599-0010
Gardening	Garden Club	596-3244
Gardening	Community Gardens	596-6072
History	Atheneum Society	596-4097
Library Support	Friends of the Library	596-6141
Library Support	Library Memorial Endowment Fund	596-6141
Orchestra	Post Road Orchestra	596-9075
Outdoors (Fountain Park)	Wilbraham Nature & Cultural Center	596-2712
Political	Democratic Town Committee	596-8427
Political	Republican Town Committee	596-8595
Recreation/Sports	Friends of Recreation	596-2816
Seniors	Young at Heart Club	596-9551
Sports	Country Club of Wilbraham	596-8897
Sports	Wilbraham Soccer Club	596-3627
Television	Public Access Cable TV	599-0940
Veterans	American Legion Post 286	596-8111
Veterans	American Legion Post 418	596-8111
Veterans	VFW Post 5361	596-6445
Veterans	Polish American Veteran's Club	543-2076
Youth	Children's Museum	596-2472
Youth	Girl Scouts and Brownies	596-2320
Youth	BSA Troop #177	596-5047
Youth	BSA Troop #359	596-3052
Youth	BSA Pack #177 (Cub Scouts)	596-5047
Youth	BSA Pack #359 (Cub Scouts)	596-3584
Youth	Scantic Valley Y	596-2749

Town of Wilbraham
240 Springfield Street
Wilbraham, Massachusetts 01095

CITIZEN PARTICIPATION:

THE KEY TO LOCAL GOVERNMENT

The Town of Wilbraham needs your help.
By volunteering to serve on one or more of town committee, board or commission, you will know the satisfaction of being part of your local government.

Most committee appointments are made by the Board of Selectmen soon after the Annual Town Meeting in May. Vacancies can also occur during the year or selectmen may appoint special committees for particular jobs.

Please use this reply form to indicate your special interests and willingness to serve.

Committees appointed by the Board of Selectmen:

- ☐ Council on Aging
- ☐ Board of Appeals
- ☐ Capital Planning Committee
- ☐ Conservation Commission
- ☐ Fair Housing Committee
- ☐ Finance Committee
- ☐ Fire Commissioners
- ☐ Advisory Board of Health
- ☐ Historical Commission
- ☐ Open Space and Recreation Committee
- ☐ Personnel Board
- ☐ Recreation Commission
- ☐ Public Access Cable TV Committee
- ☐ Sewer Advisory Committee
- ☐ Solid Waste Advisory Committee
- ☐ Wilbraham Commission on Disabilities
- ☐ Wilbraham Cultural Council
- ☐ Other

NAME: _____
ADDRESS: _____
DAY PHONE: _____
OCCUPATION: _____

PLEASE MAKE NOTE OF YOUR SPECIAL INTERESTS, CONCERNS, EDUCATION, AND EXPERIENCES (enclose a resume if you like): _____

_____

_____

_____

_____

_____

EMERGENCY SPECIAL NEEDS QUESTIONNAIRE

IMPORTANT EMERGENCY INFORMATION REQUESTED

The Town of Wilbraham wants to help you and your family, friends, and neighbors in an emergency. Please let us know if you need special help by providing some critical – and confidential – information which will be used to help plan for fires, floods, weather emergencies, and disasters.

If someone in your home uses a wheelchair, has a hearing problem, is blind, or has another disability, please complete this form. If you do not need this form, but know someone who does, please forward it to them.

THIS INFORMATION IS CONFIDENTIAL

1. Residential Address (street and number): _____

2. On which floor is the apartment or, if the person is confined, which floor or room would he or she be located? _____

_____

3. Name of the special needs person: _____

Age _____ Sex _____

4. Household telephone number: _____

5. Please check or describe the disability:

☐ Hearing impaired ☐ Visually impaired

☐ Non-ambulatory (i.e. wheelchair; confined to bed, etc.)

Please described the disability specifically: _____

_____

_____

6. This form is completed by: (print name) _____

signature _____

RETURN TO: Local Emergency Planning Staff
Town of Wilbraham
240 Springfield Street
Wilbraham, MA 01095

TOWN OF WILBRAHAM

Visit the web site

www.ci.wilbraham.ma.us

This Town Report is available, upon request, in alternate formats (large print, audio tape, etc.). Please direct your request to William J. Fogarty, Town Administrator/ADA Coordinator, 240 Spring Street, Wilbraham, MA 01095 or call (413) 596-2805.

2003
Annual Report
Town of Wilbraham

Shining the Light on Volunteers

2003

Annual Report

Town of Wilbraham

PROCLAMATION

Volunteer Recognition
Town of Wilbraham

WHEREAS…. The entire community can effect positive change with any volunteer action, no matter how big or small, and

WHEREAS… Uncounted numbers of volunteers in Wilbraham have utilized their time and talent to make a real difference in the lives of children, adults, and seniors, and

WHEREAS… Wilbraham volunteers have distinguished themselves by working within private organizations, churches, schools, and town government, and

WHEREAS… Wilbraham is a better, more caring, and productive community because of these effort,

NOW THEREFORE, the Board of Selectmen resolves to encourage citizens to celebrate, recognize and appreciate volunteers wherever and whenever they may be at work in our community and be it resolved that the Board of Selectmen declares the week of

May 16-22, 2004
to be
VOLUNTEER RECOGNITION WEEK
in the Town of Wilbraham.

David W. Barry, Chairman

James E. Thompson, Selectman

Kevin J. Moriarty, Selectman

FOREWORD

Shining the Light on Volunteers

Next time you look through the newspaper or scroll through the public television community bulletin board take note of the large number of events and programs being run by volunteers. They include activities as walk-a-thons, bake sales, and diverse fundraising events held for the benefit of the hungry, for young mothers and children, shut-ins, the veterans, seniors, and other worthwhile causes.

All these events and programs are organized and conducted by townspeople who give freely of their valuable time and resources. They are the choir members, scout leaders, senior van drivers, parent organization members, parishioners, club members, athletic coaches, blood donors, tutors, campaign workers, or gardeners – people of all ages and from all walks of life.

Add to the above groups, about 250 Wilbraham citizens who serve on town boards and committees. The vast majority serve without compensation. They create and conduct public programs, examine and recommend policy direction, oversee complex areas of law, and search for ways to improve and expand town services. They are involved with public access television programming, senior center activities, recreation programs and events and the library, to mention only a few.

The town's professional staff and employees also support and work hard for charitable purposes. They have organized events and contributed to the United Way, helped with special clean up of town property, and collected donations for a family in need. Willing volunteers are the centerpiece of a dynamic and responsive town government.

Each year in April, the federal government sets aside a week to recognize volunteerism through all areas of the country. National Volunteer Week was April 18-24, 2004. The Board of Selectmen wishes to give recognition to our local volunteers and therefore proclaims the week of Annual Town Meeting to be Volunteer Recognition Week in the Town of Wilbraham. We ask that everyone take note of the many individuals, groups, and organizations -- as well as your friends and neighbors who serve on town boards and committees -- and let them know of your appreciation for their volunteer efforts and service throughout the community.

Board of Selectmen
David W. Barry, Chairman
James E. Thompson, Selectman
Kevin J. Moriarty, Selectman

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Recognition and Commendations 2003

During the past year, Selectmen were pleased to commend and recognize the following persons or organizations:

Rotary Club of Wilbraham, Kevin O'Rourke and others
Appreciation for community spirit and hosting of community events, including Crane Park Tree Lighting

Sherrill Caruana, Science Specialist, Middle School
Distinguished Secondary School Educator by the Mass. Department of Education

Charles Bennett, journalist
Being named Editor, Wilbraham-Hampden TIMES

Lorri Russell, proprietor Thirty Somethin'
Appreciation for gift of defibrillators and training program for local community and service groups, in the name of Edward R. Russell

Patrol Officer Mark Paradise and Detective Donald Bouchard, Police Department
Appreciation of service to the Polish American Veterans Club for Memorial Day events.

Fr. Gawienowski, St. Cecilia Parish
Appreciation for years of service, including service to Council on Aging

Volunteers and professional staff, Town of Wilbraham
MIS Director Antonio Pagan and others, appreciation for Annual Town Meeting efforts

Rachel Dorsey and Lindsay Balise, students at Minnechaug Regional High School
Selection for, and participation in, Student Government Day, 2003 at the State House

Robert Hassett
Appreciation for professional services volunteered to the Flood Hazard Mitigation Planning Group.

Employees of the Department of Public Works, Water Division
Acknowledging exemplary performance in maintaining water quality standards and receiving recognition from the Department of Environmental Protection.

Employees of the Department of Public Works, Highway Division
For extraordinary efforts during snow and ice control during record-breaking winter

Paul Civetti, Assistant Director, Emergency Management
Appreciation of efforts to obtain government surplus for use by emergency responders

Fire Fighter/EMT David Boucier, Fire Department
Congratulations for receiving the Fire Mark Award of the Liberty Mutual Insurance Company

Fire Chief Kenneth Willette, Fire Department
Appreciation for years of service

Wilbraham Community Association - Peach Festival - Parade Marshall Barbara Warner, Queen Elizabeth Quintin, King Brandon Keinath and volunteer leaders Marty Baron, Chuck Higgins, and Barbara Los.

Interskate 91
Congratulations on being named host site for the Northeast Regional Roller Figure Skating Championships.

Thomas P. Moriarty Jr.
Appreciation for public service and congratulations for being named Parade Marshal, Holyoke St. Patrick's Day event.

Representative Gale D. Candaras
Congratulations on being named Western Massachusetts Legislator of the Year

Boy Scouts of Troop 359: James Plourde, Daniel Rourke, Ethan Curtis, Benjamin Howe, Grant Gordon; and Christopher Collins of Troop 177
Recognition for achieving Eagle Rank

Lauren Viscito
Recognition for achieving the Girl Scout Gold Award

In Memoriam

Janette L. Everton
1931 - 2003
Election Worker

Fran Penso
1925- 2003
Public Library

Glenna Griswold
1936-2003
Election Worker

William A. Sanders
1937 - 2003
Election Worker

Joseph "Jake" Morris
1920-2003
Firefighter

Anna E. Smith
1918 - 2003
Assistant Town Accountant

Best Wishes to Retirees

Dorothy Bednarz
Treasurer/Collector Staff

Lawrence Heneault
Wilbraham Police Department

Kenneth Konopka
Wilbraham Police Department

Retirees of the
Hampden-Wilbraham Regional School District
are listed on page 133

Wilbraham Facts

Settled: 1731
Incorporated: June 15, 1763
Population: 13,473 (federal census 2000)

Dwellings: 5048
Area: 22 Square Miles
Highest Altitude: Mount Chapin 937 feet

Public Schools

Grade Pre-K-1 Mile Tree School (596-6921)
Grade 2-6 Memorial School (596-6821)
Grade 2-6 Stony Hill School (599-1950)
Grade 2-6 Soule Road School (596-9311)
Grade 7-8 Middle School (596-9061)
Grade 9-12 Minnechaug Regional High School (596-9011)

Churches

Christ the King (Lutheran) – 758 Main Street
Church of the Epiphany (Episcopal) – 20 Highland Avenue
Evangel Assembly of God (Pentecostal) – 2341 Boston Road
Glendale United Methodist Church – 944 Glendale Road
Grace Union Church (Congregational) – Chapel Street
St. Cecilia Church (Roman Catholic) – 64 Main Street
Wilbraham United Church (Congregational Methodist) – 500 Main Street
Wilbraham Bible Church

Private Schools

Wilbraham & Monson Academy - 423 Main Street

The Atheneum Society of Wilbraham

The Atheneum Society maintains the Old Meeting House on Main Street as a museum to preserve traditions and artifacts relating to historic Wilbraham.
It is supported by financial donations and volunteer hours.

DIRECTORY: DEPARTMENTS & SERVICES

EMERGENCIES
911
Fire, Police, Ambulance

Accounting---------- 596-2800
Ambulance, Non-emergency business---------- 596-2273
Board of Appeals (Zoning)----------596-2822
Assessors---------- 596-2817
Building Department---------- 596-2834
Inspection Appointments ----------596-2804
Conservation ---------- 596-2822
Dog Officer---------- 596-2006
Public Works , Engineering ----------596-2807
Fire Department, Non-emergency business---------- 596-3122
Housing Authority----------543-1700
Library---------- 596-6141
Planning & Community Development---------- 596-2806
Police Department, TDD---------- 596-4357
Police Department, Rape Reporting Only---------- 596-2100
Police Department, Non-emergency business---------- 596-3837
Public Access Television----------599-0940
Charter Communications (cable subscriber services) - 583-5171
Recreation---------- 596-2816
Coach Information ---------- 596-2402
School, Superintendent---------- 596-3884
Selectmen/Town Administrator---------- 596-8111
Senior Center---------- 543-8201
Tax Collector---------- 596-2813
Tobacco Control---------- 596-2824
Town Clerk---------- 596-2809
Trash Stickers & Recycling---------- 596-2814
Treasurer---------- 596-2811
Veterans Services ---------- 596-8111

Wilbraham on the Web

With links to town departments and divisions

www.ci.wilbraham.ma.us

Friends of Public Television: www.friendsofwpa.org
Public Television: www.wpatv.org
Public Library: www.wilbrahamlibrary.org

FEDERAL AND STATE DELEGATION

GOVERNOR
Mitt Romney
State House Room 360
Boston, MA 02133
Phone: 1-617-725-4005

U.S. SENATOR
Edward M. Kennedy (D)
J.F.K. Building, Suite 2400
Boston, MA 02203
Phone: 1-617-565-3170

317 Russell Senate Office Building
Washington, DC 20510
Phone: 1-202-224-4553

U.S. SENATOR
John F. Kerry (D)
One Bowdoin Square, 10th floor
Boston, MA 02114
Phone: 1-617-565-8519

304 Russell Senate Office Building
Washington, DC 20510
Phone: 1-202-224-2742

One Financial Place
Springfield, MA 01103
Phone: 413-785-4610

REPRESENTATIVE
2nd Congressional District
Richard E. Neal (D)
Federal Office Building
1550 Main St. (suite 309)
Springfield, MA 01103
Phone: 413-785-0325

2133 Rayburn House Office Building
Washington, DC 20515
Phone: 1-202-225-5601

REPRESENTATIVE
12th Hampden District
Gale D. Candaras (D)
17 Main Street
Wilbraham, MA 01095
Phone: 413-599-4785

State House, Room 478
Boston, MA 02133
Phone:1-617-722-2040

SENATOR
1st Hampden District
Brian P. Lees (R)
527 Main Street
Indian Orchard, MA 01151
Phone: 413-543-2167
State House
Boston, MA 02133
Phone: 1-617-722-1291

TOLL FREE CITIZEN INFORMATION
Secretary of the Commonwealth
1-800-392-6090
Commonwealth on the Web: www.mass.gov

Elected Officials

Board of Selectmen & Board of Health

Kevin J. Moriarty	(D)	2006
James E. Thompson	(D)	2005
David W. Barry	(D)	2004

Town Clerk

Beverly J. Litchfield	(D)	2006

Moderator

Arthur F. Dionne	(R)	2006

Board of Assessors

Lawrence G. LaBarbera	(R)	2006
John M. Wesolowski	(R)	2005
Richard J. Howell	(R)	2004

Regional School Committee

William J. Bickley, Jr.	(R)	2006
Gilles E. Turcotte	(D)	2006
Peter Salerno	(R)	2005
Natale T. Pedace (resigned 10/23/03)	(D)	2005
Marianne Desmond (appointed 12/03 partial term to 2004)	(R)	
Lois Megliola	(R)	2004

Tree Warden

Gordon R. Long	(R)	2004

Cemetery Commissioners

Craig Nakashian	(R)	2006
Donna L. Fountain	(R)	2005
Peter W. Ablondi	(R)	2004

Water Commissioners

Zigmund A. Peret	(R)	2006
Albert E. Kirk	(R)	2005
Leland P. Miner	(R)	2004

Board of Library Trustees

Janet L. Shea	(R)	2006
Susan Magee	(R)	2006
Coralie M. Gray	(R)	2005
Llewellyn S. Merrick	(R)	2005
Barbara W. Fitzgerald	(R)	2004
William R. Massidda	(R)	2004

Planning Board

Edward T. Stevenson	(R)	2008
Laurie Ely Bongiorni	(D)	2007
Frederic W. Fuller III	(R)	2006
Richard E. Butler	(R)	2005
Donald Williams (resigned)	(D)	2004
Christopher R. Leisey (appointed partial term to 2004)	(R)	

Housing Authority

Anne Turcotte	(D)	2008
William D. Crocker Jr.	(U)	2007
Richard D. Bourgeois	(R)	2006
Michelle Lawler	(R)	2005
R. Earl Hermance (State appointee)	(R)	2004

Poundkeeper

Gilles E. Turcotte	(D)	2004

Surveyors of Lumber

Edward P. Lindsay Jr.	2004
William H. Garvey	2004

Measurers of Wood & Bark

Stanley Gore	2004
William H. Garvey	2004

Field Drivers

Dorrance T. Green	2004
John Garvey	2004

Weighers of Grain

Alton McDonald	2004
Jesse L. Rice	2004

Department Directors

(appointment date noted, if applicable)

Town Administrator
William J. Fogarty (2004)

Town Clerk
Beverly Litchfield

Treasurer/Collector
Thomas P. Sullivan

Town Accountant
JoAnne DeGray (2004)

Assistant Assessor
Manny Silva (2004)

Police Chief
Allen M. Stratton (2004)

Fire Chief
Kenneth R. Willette (resigned)
Francis W. Nothe, Acting

Director, Central Dispatch
Thomas Cortis

Director, DPW, Town Engineer
Edmond W. Miga Jr. (2004)

Assistant Director, DPW
Ronald Lavoie

Superintendent of Streets
Frank Shea

Director, Water Department
Michael Framarin

Director, Planning Department
John Pearsall

Director, Information Technology
Antonio Pagan

Building Inspector/Zoning Officer
Lance Trevallion (2005)

Director, Recreation Department
Bryan Litz (2004)

Director, Library
Christine Bergquist

Director, Public Access TV
Caroline Cunningham

Director, Senior Center
Dorothy Hooper

Sanitarian & Inspector (Health Agent)
Lorri McCool (2004)

Appointed Officials, Boards & Committees

Assistant Town Accountant

Nancy Johnson	June 2004

Council on Aging

Barbara Fisk	May 2004
Alfred Brazee	May 2004
Theresa B. Munn	May 2005
Fred Biel	May 2005
Marguerite Zwarycz	May 2005
Virginia Rickert	May 2006
Diane Sartwell	May 2006
Rev. John Gawienowski	May 2006

Ambulance Oversight Committee

John Liebel	May 2004
Alan S. Peck	May 2004
Brad Pinney	May 2005
Larry Robbins	May 2005
Paula Chevrier	May 2006

Animal Inspector

Dorsie R. Kovacs, DMV	April 2004

Animal Control Officer

Gilles Turcotte	May 2004

Assistant Animal Control Officer

Anne Turcotte	May 2004

Archivist

Coralie M. Gray	May 2004

Board of Appeals (Zoning)

Carol Lynch	May 2004
Thomas W. Counos	May 2006
Edward E. Kivari	May 2006
Associate Members:	
Charles A. Pelouze	May 2005
Mark J. Albano	May 2006

Board of Registrars

Rodney Fountain (R)	May 2004
John Shea (R)	May 2005
Thomas Mango (D)	May 2006

Cable TV Advisory Committee

Robert Berger	May 2004
James H. Ross III	May 2004
Linda K. Fuller	May 2004
Ron Dowling	May 2004
Roy Scott	May 2004
John W. Welch	May 2004
Vacancy	May 2004

Capital Planning Committee

Sue Bunnell	May 2004
Robert L. Quintin	May 2004
John Pitoniak	May 2005
Marcia B. Zimmer	May 2006
Patrick Brady	May 2006

Conservation Commission

Christopher J. Brown	May 2004
Stoughton L. Smead	May 2004
John Sullivan	May 2006
George Reich	May 2006
Thomas R. Reavey	May 2006
Patricia A. Ross	May 2005
Robert McMaster	May 2005

Constable

Kirk Burkins	May 2004
Alton McDonald	May 2004

Cultural Council

Vacancies (2)	May 2004
Delight Rothery	May 2005
Jennifer Scully	May 2005
Jean C. Albano	May 2006
Ivy Ward	May 2006
Susan L. Bennett	May 2006

Commission on Disabilities

Donald F. Haynes	May 2004
Debbie McDonald	May 2004
VACANCY (town official)	May 2004
Susan Kramer	May 2005
Evelyn O'Brien	May 2005
Diane DaSilva	May 2005
John R. Chase	May 2006
Elaine Scott	May 2006
John Albano	May 2006

Electrical Inspector

Daniel Driscoll	May 2004

Fair Housing Committee

Carolyn Zawacki	May 2004
Michael Mazzuca	May 2004
James Barrett	May 2004

Fence Viewer

Jesse L. Rice	May 2004

Finance Committee

Ken R. Furst	May 2004
Kevin Dorsey	May 2004
Marcia Zimmer	May 2004
Kevin O'Donnell	May 2005
Robert G. Gale	May 2005
Judith A. Curran	May 2005
Susan Bunnell	May 2006
Domenick LaSorsa	May 2006
Timothy Walsh	May 2006

Fire Chief Search Committee

Camie Lamica	{to
Jennifer Bourgeois	{completion
Jack Wilson	{of search
Alton McDonald	
Gary Petzold	
William Fogarty	

Board of Fire Commissioners

John N. Sampson	May 2004
Alton E. McDonald	May 2005
Gary Petzold	May 2006

Flood Plan Implementation Committee

Robert Hassett, chair
Ed Miga (DPW Rep)
Tonya Basch (Engineering)
Lance Travallion (Building Dept)
Stoughton Smead (Conservation Comm)

Grange Hall Advisory Committee

Marty Baron	Sept 2004
Sandra Belcastro	Sept 2004
Cameron Belcastro	Sept 2004
Eric Fuller	Sept 2004
Mitchell Kowynia	Sept 2004
Joseph Lawler	Sept 2004
Llewellyn Merrick	Sept 2004
Paul Murray	Sept 2004
Robert L. Quintin	Sept 2004
Jennifer Rothschild-Shea	Sept 2004
Joseph Salvador	Sept 2004
Stoughton Smead	Sept 2004
Ken Tichacek	Sept 2004

Advisory Board of Health

Marie B. Chivers	May 2004
Marcia B. Zimmer	May 2004
Judith C. Dionne	May 2004
Catherine Jurgens	May 2004
Loralee Nelson	May 2004
Thomas G. MaGill	May 2004
Delores Talbot	May 2004

Advisor, Board of Health

Walter J. Pacosa	May 2006

Historical Commission

Anita LaBarbera	May 2004
Carol M. Albano	May 2004
Steve M. Gray	May 2005
Elizabeth N. Cahill	May 2005
Jennifer Rothschild-Shea	May 2005
Richard J. Howell	May 2006
Bruce Tingle	May 2006

Historic District Study Committee

Kevin Rothschild-Shea	{to project
Coralie M. Gray (resigned)	{completion
Warren Rothschild	
Llewelly Merrick	
Carol Albano	
Peter Dufresne	
Beth Bragga-Williams	

Insurance Advisory Committee

John Kirchof (retiree rep)	May 2004
Glenn Trevallion (fire union)	
Mark Krynicki (police union)	
Richard Zamora (municipal union)	
Richard Scortino	
Dorothy Hooper	
Vacancies (2)	

Local Emergency Planning Committee

Holly Jerdi	May 2004
Allen M. Stratton	May 2004
Bradley Pinney	May 2004
Thomas Cortis	May 2004
Robert A. Ruszeck	May 2004
Nick Yarmac	May 2004
Caroline Cunningham	May 2004
Ralph Guyer	May 2004
Edmond J. Miga	May 2004
Lorri McCool	May 2004
Robert Tensel	May 2004
Dorothy Hooper	May 2004
Francis Nothe	May 2004
David W. Barry	May 2004
William J. Fogarty	May 2004
Stoughton Smead	May 2004

Co-Assistant Emergency Manager

Paul Civetti	May 2004
Robert Hassett	May 2004

Open Space and Recreation Plan Committee

Lorelei Hewitt	May 2004
Kathy Sweeney	May 2004
Coralie M. Gray	May 2004
Denny Smith	May 2004
Kathleen Collins	May 2005
Stephen Bosworth	May 2005
Rodney Fountain	May 2005
Steve Lawson	May 2005
Kathryn Leary	May 2006
Cathy Callaghan	May 2006
Suzanne Garber	May 2006
James Mauer	May 2006

Park Commissioner & Pest Control

Gordon Long	May 2004

Parking Clerk

Diane Guihan	May 2004

Personnel Board

Camie Lamica	May 2004
Barbara Ralph	May 2004
Stacy A. Szwarckop	May 2005
Jack Wilson	May 2005
Jennifer C. Bourgeois	May 2006

Planning Board Associate

Susan Burk	Oct 2004

Playground and Recreation Commission

John O'Connor	May 2004
Joel Castleman	May 2004
Karen Murphy	May 2005
Russell Mitchell	May 2005
Mark Jones	May 2005
Mary Burnham	May 2006
Thomas Courtney	May 2006

Plumbing and Gas Inspector

Bernard Sears	May 2004

Public Access TV Committee

Edward J. Chapman	May 2004
Mary Ripley	May 2004
Raymond Syriac	May 2004
Sandra Belcastro	May 2004
Thomas M. Nestor	May 2004
Richard Scott	May 2004
Linda K. Fuller	May 2004
Ben Hogan	May 2004
Kurt Moore	May 2004

Public Safety Building Committee

David W. Barry	{to project
William J. Fogarty	{completion
Allen M. Stratton	
Francis Nothe	
Edward T. Rigney	
Marcia B. Zimmer	
Susan Bunnell	
Ralph Guyer	
John D. Ross III (resigned)	
James Burke	
Jeffrey T. Wilcox	
Alton McDonald (*ex officio*)	

PVPC Alternate Commissioner

John Pearsall	Oct 2004

PVPC Joint Transportation

Tonya Basch	May 2004

PVTA Advisory Board

William Lyons III	May 2005

Sealer of Weights and Measures

William H. Garvey	May 2004

Sewer Advisory Committee

Ruly Zachary	May 2004
James V. Dowd	May 2005
Glen Zenor	May 2005
Joseph R. Kakley	May 2006
Kelvin S. Kwong	May 2006

Solid Waste Advisory Committee

Ed Kramer	May 2004
Marilyn Grolitzer	May 2004
Marty Baron	May 2004
Vacancies (2)	May 2004

Tax Title Custodian

Thomas Sullivan	May 2004

Assistant Town Clerk

Carole Tardif	May 2006

Town Counsel

Michael T. Hassett	May 2004

Veterans' Agent

Richard J. Prochnow	May 2004

Veterans' Graves Officer

Doug Mercier	May 2004

Democratic Town Committee

Judith Falzone, Chair
Russ Mitchell, Vice Chair
Madeline Flanagan, Treasurer
Carolyn Zawacki, Secretary

Lifetime Members
John Fitzgerald
Thomas Gallagher
Mary E. Hadley
Maralyn E. Jackson
Barbara Kirby
Joseph R. Mathews
Kevin J. Moriarty

Elected Members
Laurie Bongiorni
Gale D. Candaras
Rose Chapman
Daniel J. Driscoll
Joseph Falzone
John Fitzgerald
Francis Flanagan
Michael J. Flynn
Roger L. Fontaine, Jr.
Dorothy A. Gates
Edward W. Irla, Sr.
Mark F. Jones
Lisa Jones
Edward E. Kivari, Jr.
Beverly Litchfield
Peter Litchfield
Barbara Ann M. Los
Thomas Mango
Brandon Mercier
Charlotte Mercier
Patricia Nordstrom
Claire S. O'Connor
John F. O'Connor
Dr. Alan S. Peck
Natalie Pedace
Stella Pierce
John Sullivan

James E. Thompson
Mary Jane Willms
Arthur D. Wolf

Associate Members
David Barry
Virginia Barry

Todd Luzi
Dana-Leigh Luzi

The Democratic Town Committee promoted the election and appointment of qualified Democrats for public office. Any registered Democrat interested in joining the Democratic Town Committee is invited to contact any member for information.

Republican Town Committee

The Wilbraham Republican Town Committee (WRTC) reminds everyone their vote does count! The purpose of the WRTC is to promote the principles, ideas, and candidates of the Republican Party and to ensure quality representative government. The Committee will continue to seek and support qualified Republicans for public office at all levels of government. If you are interested in becoming a member of the WRTC please contact us by e-mail (dreavey@hotmail.com) or write to WRTC, 270 Soule Road, Wilbraham, MA 01095.

Debbie Reavey	Chairman
Linda Prystupa	Vice Chairman
George Reich	Treasurer
Cheryl Malandrinos	Secretary
Judith C. Dionne	Nominating Chairman

Elected Members

Jeremie Arthur
Alan Burch
Pamela Burch
David Chivers
William Crocker
Donna Fountain
Rodney W. Fountain
Richard J. Howell
Ann Marie Kibbe
Anita Labarbera
Larry Labarbera
Catherine W. Labine
Richard Labine
Joseph Lawler
Michelle Lawler
Christopher Leisey
Barbara Mudgett
Craig Nakashian
Barbara Putnam
Thomas Reavey
Elizabeth Sallade
Frederick Sallade
Constance Sattler
Garrett P. Smith
T. Robert Swallow-
Anthony J. Vecchio
Joan Vecchio
John Wesolowski
Carol Colitti
Eileen Deane
Arthur Dionne
Sally Fuller
Robert Howe
John McCarthy
Joyce McComb
Patrick McComb
Carlton Mappin
Lois R. Megliola
Roy L. Scott
Janet Shea
Edward Szczebak

Associate Members

Peter Ablondi
Frank C. Barbaro
Richard Bourgeois
Adele Chester

Honorary Members

Herman Grandchamp
Brian P. Lees, State Senator

SCHEDULED MEETINGS

All meetings are subject to change.
All meetings are posted with the Town Clerk at least 48 hours in advance.

Contact committee before bringing item for discussion to allow for agenda preparation.

COUNCIL ON AGING
1st Wednesday, 7:15 p.m.
Senior Center

HOUSING AUTHORITY
2nd Tuesday, 7:00 p.m.
At Miles Morgan Court January then alternating months
At The Pines, February then alternating months

BOARD OF LIBRARY TRUSTEES
3rd Tuesday, 3:00 p.m.
Library

PLAYGROUND AND RECREATION COMMISSION
1st Thursday, 7:00 p.m.
Town Offices

PUBLIC ACCESS CABLE TV COMMITTEE
3rd Monday, 7 p.m., Sept-June
Red School

BOARD OF SELECTMEN
Every Monday, 7:00 p.m.
Town Offices

SEWER ADVISORY BOARD
2nd Monday, 3:00 p.m.
Town Offices

SOLID WASTE ADVISORY COMMITTEE
1st and 3rd Tuesday, 7:30 p.m.
Town Offices

WATER COMMISSION
1st & 3rd Mondays, 2:00 p.m.
Town Offices

The following boards and committees meet at dates and times posted at the Town Office Building:

Advisory Board of Health
Ambulance Oversight Committee
Board of Assessors
Board of Appeals
Capital Planning Committee
Cable TV Advisory Committee
Cemetery Commission
Conservation Commission
Commission on Disabilities
Cultural Council
Finance Committee
Fire Commission
Health Advisory Committee
Historical Commission
Historic District Study Committee
Local Emergency Planning Committee
Open Space and Recreation Plan Committee
Personnel Board
Planning Board
Regional School Committee and Sub-Committees

Special Projects
Public Safety Building Committee
Library Feasibility & Design Committee
Fire Chief Search Committee
Grange Hall Study Committee

TOWN CLERK

ANNUAL TOWN MEETING
May 13, 2003

Attendance

Precinct A:	**123**
Precinct B:	**150**
Precinct C:	**192**
Precinct D:	**202**
Total ----------	**667**

In accordance with the Warrant, as posted, the inhabitants of the Town of Wilbraham, qualified to vote in Town affairs, met in Minnechaug Regional High School on Tuesday, May 13, 2003. At 7:00PM Moderator, Arthur F. Dionne noted a quorum was present and called the meeting to order. There was a delay in the actual start of the meeting due to long check-in lines. The Pledge of Allegiance was then recited followed by Town Clerk Beverly J. Litchfield reading the call of the meeting.

The Moderator welcomed all and commenced with an explanation of the process concerning the "Consent Agenda." The articles included in the consent agenda were then read, one at a time by the members of the Board of Selectmen. After each article the Moderator asked if there were any questions. If there were none, they proceeded with the next article.

A motion was made and seconded to approve the consent agenda articles. This motion passed by a unanimous vote. Articles passed by consent agenda were 1, 6, 10, 11, 12, 15, 17, 19, 20, 21, 22, 23 and 24.

A motion was made and seconded that the Town recess Annual Town Meeting in order to convene a Special Town Meeting, at the conclusion of which the Town shall return to Annual Town Meeting to continue conducting business. This motion passed by unanimous vote and the Special Town Meeting was convened at 7:28PM. The Special Town Meeting dissolved at 7:40PM and the Annual Town Meeting was reconvened at that time.

Corrections were noted concerning the call of the meetings that were read. It concerned the day and date announced at the time of the reading. They were correct in the Warrant posted and those mailed to residents.

ARTICLE 1. **-Choosing Miscellaneous Officials (Consent Agenda):** Passing by unanimous vote that the following persons be elected to the indicated offices for the ensuing year:

Poundkeeper	Gilles E. Turcotte
Surveyors of Lumber	Edward P. Lindsay Jr. & William H. Garvey
Measurer of Wood & Charcoal	William H. Garvey
Field Drivers	Dorrance T. Green & John Garvey
Weighers of Grain	Alton McDonald & Jesse L. Rice

The names mentioned in the Annual Report, concerning the In-Memoriam, were read and recognized. Following this, Fire Chief Ken Willette requested a moment of silence for our service personnel. He then read a list of town residents currently serving. Their names are as follows:

Jason Bienvenue	Joshua Bienvenue	Richard D. Chase
Joel S. Christofori	Dominick A. Corsetti	Henry E. Geberth
Douglas P. Howell	John P. Howell	David Merritt
Justin R. Pabis	Matthew Schneider	Jason Shtrax
Rick Tremble	Nelson Trevallion	Mark Wilkins
Anthony Wierzbowski	James Willette	

ARTICLE 2. (Petitioned) **–Automatic Amusement Devices:** Passing by a majority vote that the Town delete Section 627 of the Town of Wilbraham By-Laws in its entirety and add:

a.) In accordance with M.G.L. C140s177A, as amended from time to time, any individual or business desiring to keep and operate an automatic amusement device for hire, gain or reward shall secure an annual license from the Board of Selectmen. The term *automatic amusement devices* as used in this By-law shall refer to mechanical (ADD-**DIGITAL, ELECTRONIC**) and electrical devices. No license shall be granted for any automatic amusement device, which presents a risk of misuse as a gaming device. No person shall operate or allow the operation of an automatic amusement device, which presents a risk of misuse as a gaming device. Automatic amusement devices which present a risk or misuse as a gaming device are those devices which simulate actual gaming or actual gaming devices and games which involve matching of random numbers, patterns or color combinations (ADD-**AND GAMES WHICH SIMULATE OR REPRESENT CASINO TYPE GAMES, POKER AND BLACKJACK.**)

b.) The maximum number of automatic amusement devices allowed on any single business premises shall be six, with no such device able to accept a bill larger than (DELETE $1.00, ADD **$5.00**). Any change of automatic amusement devices shall be subject to inspection.

This amendment came from the floor. The motion to amend the original article 2 passed by a majority vote. The floor amendment then became Article 2 as written above.

ARTICLE 3. **-Zoning By-Law Amendments - Miscellaneous:** Planning Board Recommends. Requiring a 2/3rd vote, passing by a declared 2/3rd vote by the

Moderator, that the Town amend the Wilbraham Zoning By-Law by revising sections 1.3, 3.3, 3.4.5.11, 3.4.5.14, 3.6.2.10(G), 3.6.3, 11.1 and 11.2.11 as set forth in a document entitled "Article 3, Exhibit A" on file with the Town Clerk.

ARTICLE 4. **-Zoning By-Law Amendment - Rezoning 2797 Boston Road:** Planning Board Recommends. Requiring a 2/3rd vote, declared passed by a 2/3rd vote by the Moderator, that the Town amend the Wilbraham Zoning By-Law by rezoning from Residential-26 (R-26) to General Business (G.B.) a parcel of land containing approximately 17,192 square feet, said parcel being located at the rear (southern most) portion of land known as 2797 Boston Road, as more particularly described on a plan on file with the Town Clerk entitled "Article 4, Exhibit A".

An amendment to restrict exit or entrance to 2797 Boston Road from Chapel Street was ruled out of order by legal counsel. He referenced spot zoning.

ARTICLE 5. **-Authorization to Enter Into A Lease Agreement:** Finance Committee Recommends. Requiring a 2/3rd vote, declared passed by a 2/3rd vote by the Moderator, that the Town authorize the Board of Selectmen to make contracts for the lease of facilities for a senior center and recreation department offices, subject to annual appropriation from the Scantic Valley Branch of the Young Men's Christian Association (YMCA) or Greater Springfield, as filed by the Board of Selectmen with the Town Clerk as "Article 5, Exhibit A," if in the opinion of the Board it is in the best interests of the Town.

ARTICLE 6. **-Parliamentary Procedures (Consent Agenda):** Passing by a unanimous vote that the Town adopt special parliamentary procedures for the purpose of implementing the provisions of Chapter 580 of the Acts of I980 (Proposition 2 1/2), as amended, and as set forth in a document entitled "Article 6, Exhibit A," on file with the Town Clerk.

ARTICLE 7. **-Budget Appropriations:** Finance Committee Recommends. Passing by a majority vote that the Town accept the report of the Finance Committee and appropriate the sum of $24,246,659 to cover the necessary capital expenditures and operating expenses of the Town for Fiscal Year 2004 (July 1, 2003 to June 30, 2004) per appropriations listed separately and incorporate herein by reference, and to provide said appropriations as follows:

Transfer	from:	Water Receipts	$1,096,097
	to:	Water Enterprise Fund	
	from:	Solid Waste Receipts	$ 409,178
	to:	Solid Waste Enterprise Fund	
	from:	Sewer Receipts	$ 483,090
	to:	Sewer Enterprise Fund	
	from:	Offset Receipts	$ 21,000
	to:	Dog Officer Expenses	

Amount of Certified Free Cash Required for FY 2002 Municipal Appropriations: $261,211

A motion to amend Budget #66, Solid Waste Expenses, reducing the original article amount by $97,125 was seconded and passed by a majority vote. The amount shown above reflects this change.

ARTICLE 8. –**State Aid for Schools:** Finance Committee Recommends. Passing by a majority vote that the town appropriate $1,043,420 from State Aid to fund a portion of the Hampden/Wilbraham Regional School Assessment from Lottery Assistance.

This article was amended from its original form. The amendment passed by a majority vote

ARTICLE 9. – **Appropriation Contingent on Levy Limit Override:** Finance Committee Recommends. Passing by a majority vote that the Town appropriate $1,400,000 in real estate and personal property taxes for the purposes of funding a portion of the assessment to the Hampden-Wilbraham Regional School District ($733,000), road and athletic field maintenance ($335,000), two Police Patrol Officer positions ($94,046), one Dispatcher position ($15,000), one Custodian position ($26,599), continuation of the Information Technology Director as a full-time position ($8,679), four days of salary for non-union municipal staff ($15,413), current Library operating hours ($43,521), the school fire safety awareness instructor ($2,000), snow removal ($23,500), operating expenses in the Selectmen's, Accounting, Assessors, Fire, Police, and Recreation Departments ($20,847), short-term borrowing expenses ($6,700) and emergency reserves ($75,695) contingent on passage of a levy limit override as provided in Section 21C(g) of Chapter 59 of the Massachusetts General Laws.

ARTICLE 10. **-Receipts Reserved for Appropriation for Ambulance (Consent Agenda):** Passing by a unanimous vote that the Town appropriate $537,716 from Receipts Reserved for Appropriation for Ambulance to Ambulance personal services, operating and capital costs, pursuant to Section 5 of Chapter 40 of the Massachusetts General Laws.

ARTICLE 11. **–Receipts Reserved for Appropriation for Ambulance (Consent Agenda):** Passing by unanimous vote that the Town appropriate $35,000 from Receipts Reserved for Appropriation for Ambulance to be held in a depreciation account for vehicle and equipment replacement pursuant to Section 5 of Chapter 40 of the Massachusetts General Laws.

ARTICLE 12. -**Receipts Reserved for Appropriation for Cemeteries (Consent Agenda):** Passing by unanimous vote that the Town appropriate $5,000 from Receipts Reserved for Appropriation for Cemeteries to Cemetery operating costs, pursuant to Section 5 of Chapter 40 and Section 16 of Chapter 114 of the Massachusetts General Laws.

ARTICLE 13. –**Waste Water Enterprise Fund Retained Earnings:** Finance Committee Recommends. Passing by a majority vote that the Town appropriate

$126,235 from available funds in the Waste Water Enterprise Fund retained earnings account for the purpose upgrading of the Wellfleet Drive and Cottage Avenue pumping stations.

ARTICLE 14. **-Water Enterprise Fund Retained Earnings:** Finance Committee Recommends. Passing by a majority vote that the Town appropriate $50,275 from available funds in the Water Enterprise Fund retained earnings account for the purpose of purchasing a backhoe.

ARTICLE 15. **-Solid Waste Enterprise Fund Retained Earnings (Consent Agenda):** Passing by unanimous vote that the Town appropriate $97,125 from available funds in the Solid Waste Enterprise Fund retained earnings account for the purpose of funding solid waste disposal operating expenses.

ARTICLE 16. **-Acceptance of Public Ways:** Requiring a 2/3rd vote, passing by a declared 2/3rd vote by the Moderator, that the Town accept as public ways, pursuant to a layout filed by the Board of Selectmen with the Town Clerk, all or portions of Bellows Road, Danforth Farm Road, Deerfield Drive, Drumlin Circle, Harness Drive, Red Gap Road and Valley View Drive.

ARTICLE 17. **-Hearing Reports (Consent Agenda):** Passing by unanimous vote that the Town accepts the reports of all officers and committees as printed in the Annual Town Report.

ARTICLE 18. **-Chapter 90 Appropriation:** Finance Committee Recommends. Passing by a majority vote that the Town appropriate from available funds $260,358 provided under Chapter 246 of the Acts of 2002 and apportioned under the provisions of Section 34(2)(a) of Chapter 90 the Massachusetts General Laws.

ARTICLE 19. **-Council on Aging Revolving Fund (Consent Agenda):** Passing by unanimous vote that the Town reauthorize a revolving fund under the Council on Aging and transfer the balance from the FY 2003 revolving fund to the FY 2004 revolving fund in accordance with Section 53 E½ of Chapter 44 of the Massachusetts General Laws. Receipts shall be credited into said fund from the following sources: (1) Donations from individuals, organizations and events. (2) Allowance from the Senior Network. (3) Memorial donations. (4) Fees for classes, trips and programs. Expenditures authorized by the Director of Elder Affairs, not exceeding a total of $10,000 in FY 2004, may be made for the following purposes: (1) Payment of costs connected with programs and events. (2) Repair and maintenance of equipment and furnishings. (3) Purchase of memorials and volunteer recognition. (4) Fees for instructors and classes. The balance in the revolving fund shall not exceed $10,000.

ARTICLE 20. **-Compost Bin Revolving Fund (Consent Agenda):** Passing by unanimous vote that the Town reauthorize a revolving Home Composting Bin Account in accordance with Section 53 E½ of Chapter 44 of the Massachusetts General Laws in order to place revenue collected from the sale of compost bins which shall be used to

purchase additional compost bins, and transfer the balance of the FY 2003 revolving fund to the FY 2004 revolving fund. Expenditures authorized by the Recycling Coordinator, not exceeding a total of $5,000 in FY 2004, may be made for the purchase of additional composting bins for resale to town residents. The balance in the revolving account shall not exceed $5,000.

ARTICLE 21. **-Cemetery Revolving Fund (Consent Agenda):** Passing by unanimous vote that the Town reauthorize a revolving Cemetery Account in accordance with Section 53 E½ of Chapter 44 of the Massachusetts General Laws in order to place revenue collected from the sale of boundary markers, foundations, numbered lot markers, and for opening and closing graves, which shall be used to purchase boundary markers, foundations, numbered lot markers, and to open and close graves, and transfer the balance from the FY 2003 revolving fund to the FY 2004 revolving fund. Expenditures authorized by the Cemetery commission, not exceeding a total of $20,000 in FY 2004, may be made to purchase boundary markers, foundations, numbered lot markers, and to open and close graves. The balance in the revolving account shall not exceed $20,000.

ARTICLE 22. **-Authorization to Dispose of Surplus Equipment (Consent Agenda):** Passing by unanimous vote that the Town authorize and empower the Board of Selectmen on behalf of the Town to sell, transfer, or otherwise dispose of damaged, obsolete, or unneeded tangible personal property or equipment owned by the Town.

ARTICLE 23. **-Authorization to Enter Into Lease/Purchase Agreements (Consent Agenda):** Passing by unanimous vote that the Town authorizes the Board of Selectmen to make contracts for the lease, with option to purchase, of various municipal equipment, subject to annual appropriation, if in the opinion of the Board it is in the best interests of the Town. The Board of Selectmen shall identify within its budget submission to the Finance Committee, any contract for the lease with an option to purchase.

ARTICLE 24. **-Acceptance of Deeds (Consent Agenda):** Passing by unanimous vote that the Town accept such deeds of land to the Town recorded at the Hampden County Registry of Deeds or the Hampden County Land Registration Office since the date of the last Annual Town Meeting as filed by the Board of Selectmen with the Town Clerk as "Article 24, Exhibit A."

ARTICLE 25. **-Reserve Fund:** Finance Committee Recommends. Passing by unanimous vote that the Town raise or appropriate from overlay funds certified as excess by the Board of Assessors pursuant to Section 25 of Chapter 59 of the Massachusetts General Laws the sum of $24,305 for a Fiscal Year 2004 Reserve Fund.

ARTICLE 26. **–Overlay Surplus:** Finance Committee Recommends. Passing by a majority vote that the Town appropriate $15,024 from overlay funds certified as excess by the Board of Assessors pursuant to Section 25 of Chapter 59 of the Massachusetts General Laws, to the FY 2004 Budget 194, Group Insurance.

ARTICLE 27. –**Water Division Reserve Fund:** Finance Committee Recommends. Passing by unanimous vote that the Town raise and appropriate from water receipts the sum of $50,000 for a Fiscal Year 2004 Reserve Fund.

ARTICLE 28. –**Conservation Fund:** Finance Committee Recommends. Passing by a majority vote that the Town raise and appropriate $7,000 to the Conservation Fund for open space acquisition, in accordance with Section 8C of Chapter 40 of the Massachusetts General Laws.

ARTICLE 29. **-Authorization to Borrow for Capital Outlays:** Finance Committee Recommends. Requiring a 2/3rd vote, declared passed by 2/3rd vote by the Moderator that the Town borrows $740,000 for the following purposes:

-- in accordance with Section 7(3A) of Chapter 44 of the Massachusetts General Laws for remodeling, reconstructing or making extraordinary repairs to public buildings owned by the town, including original equipment and landscaping, paving and other site improvements, $230,000;

-- in accordance with Section 7(6) of Chapter 44 of the Massachusetts General Laws for macadam pavement or other road material, or for the resurfacing with such pavement or other road material of municipally owned or operated off-street parking areas, $150,000; and

-- in accordance with Section 7(9) of Chapter 44 of the Massachusetts General Laws for the cost of departmental equipment, $360,000.

Capital Planning Chairman Robert Quintin thanked all those who contributed to this plan especially Nancy Johnson, Lance Trevallion, Thomas Sullivan and all the citizens who attended their meetings.

ARTICLE 30. **-Compensation for Elected Town Officials:** Finance Committee Recommends. Passing by a majority vote that the Town fix the compensation for all elected Town Officers for the fiscal year beginning July I, 2003 and ending June 30, 2004 as follows:

RECOMMENDED that the compensation for elected Town Officers for fiscal year July I, 2003 to June 30, 2004, be fixed as follows: Assessors, Chairman, $2,771, Members, $2,511 each, per year; Town Clerk, $42,623 per year (all fees revert to the Town treasury); Moderator, $200 Annual Town Meeting, $50 Special Town Meeting; Selectmen, $3,688 per year, Chairman $4,304 per year; Tree Warden, $7,354 per year; Water Commissioners, $150 per year; Cemetery Commissioners, no salary; Library Trustees, no salary; Planning Board Members, no salary; Poundkeeper, Field Drivers, Weighers of Grain, Surveyors of Lumber, Measurers of Wood and Charcoal (all Town officers elected other than by official ballot), fees only, fixed by General Laws.

ARTICLE 31. –**Senior Citizen Volunteer Service and Tax Abatement Program:** Finance Committee Recommends. Passing by a majority vote that the Town adopt

Section 5K of Chapter 59 of the Massachusetts General Laws, to set up a program funded by property tax abatements allowing a certain number of eligible senior citizens to reduce their real estate tax obligations through the Senior Citizen Property Tax Work-Off Abatement, for the fiscal year beginning July 1, 2003.

ARTICLE 32. **–Emergency Access to Commercial Buildings (Lock Boxes):** Passing by unanimous vote that the Town amend Article VI of the Town By-Laws, "Regulation of Public Conduct," by adding Section 628, as on file with the Town Clerk as "Article 32, Exhibit A" regarding installation of key boxes on property protected by automatic fire alarm systems or automatic sprinkler systems.

ARTICLE 33. **-Licensing of Solicitors and Canvassers:** Passing by unanimous vote that the town take no action.

ARTICLE 34. **–Scheduling of Annual Town Elections:** Failing to pass by a majority vote that the Town amend Section 204a.) and b.) of the Town By-Laws to change the date and time for the annual Town Elections from the first Saturday following the commencement of the Annual Town Meeting at 8:30 a.m. to the first Tuesday which is at least seven days following the commencement of the Annual Town Meeting at 7:00 a.m., with polls closing at 8:00 p.m.

ARTICLE 35. **–Easement for Red Bridge Reconstruction Project:** Finance Committee Recommends. Requiring a 2/3rd vote, declared passed by a 2/3rd vote by the Moderator that the Town authorize the Board of Selectmen to acquire the following land parcels and/or rights in land parcels for the purpose of obtaining a secure and public right of way. This will allow for the reconstruction of Red Bridge.

	Total # of Parcels	Area	Award
Permanent Easement	1	140 s.f.	$1

And any temporary easements as necessary for this project.

Further, that the Selectmen may acquire these parcels, or modifications of these parcels or other required parcels, through all legal means. This includes donations, purchase or eminent domain. The subject parcels are currently identified on a plan titled "Wilbraham Red Bridge Road Final Right-of-Way Project File No. 602652," and on file as "Article 35, Exhibit A" with the Town Clerk.
Further, to raise and appropriate the sum of $1 to defray any associated right of way expenses connected with this project.

ARTICLE 36. **–Land Acquisition for Maynard Road Project:** Finance Committee Recommends. Requiring a 2/3rd vote, declared passed by a 2/3rd vote by the Moderator that the Town authorize the Board of Selectmen to acquire the following land parcels and/or rights in land parcels for the purpose of obtaining a secure and public right of way. This will allow for an improved realignment of Maynard Road.

Total # of Parcels	Area	Award
4	20,873 s.f.	$4

And any temporary easements as necessary for this project.

Further, that the Selectmen may acquire these parcels, or modifications of these parcels or other required parcels, through all legal means. This includes donations, purchase or eminent domain. The subject parcels are currently identified on a plan drafted by Smith Associates Surveyors, Inc. dated November, 2002, titled "Relocation Plan Maynard Road for the Town of Wilbraham," and on file as "Article 36, Exhibit A" with the Town Clerk.

Further, to raise and appropriate the sum of $4 to defray any associated right of way expenses connected with this project.

ARTICLE 37. **-Termination of Easements:** Requiring a 2/3rd vote, passing by unanimous vote that the Town terminate sewer easements located on land of Woodcrest of Wilbraham Inc. known as Lot 7 (5 Post Office Park) and Lot 8 (10 Post Office Park) as shown on a plan recorded in the Hampden County Registry of Deeds in Book of Plans 310, Page 46, and to terminate street easements located on land of Woodcrest of Wilbraham Inc. known as Lot 3B (65 Post Office Park) and Lot 5A (45 Post Office Park) as shown on a plan recorded in the Hampden County Registry of Deeds in Book of Plans 328, Page 94.

ARTICLE 38. –**Intermunicipal Agreements:** Requiring a 2/3rd vote, passing by unanimous vote that the Town authorize the Board of Selectmen to enter into reciprocal agreements with other communities to provide public health services in case of emergency.

ARTICLE 39. –**Appropriation for Open Space:** Finance Committee Recommends. Requiring a 2/3rd vote, passing by a declared 2/3rd vote by the Moderator that the Town appropriate $40,000 from the Conservation Fund to fund an option to purchase land approximately 220 acres of land owned by commonly known as the "Rice Fruit Farm" located east of Main Street to preserve open space, and to authorize the Selectmen to negotiate an option to purchase said land.

ARTICLE 40. **-Adjournment of Annual Town Meeting:** Passing by unanimous vote that the Town adjourn the Annual Town Meeting until 8:30 A.M., Saturday, May 17, 2003, at the Wilbraham Community Center, Precinct A; Stony Hill School, Precinct B; Memorial School, Precinct C; or Soule Road School, Precinct D; when the Annual Town Election will be held, polls closing at 6:30 P.M. Meeting adjourned at 11:45PM.

Town Moderator Arthur Dionne thanked all who stayed to complete the Town's business this evening.

ATTEST:
Beverly J. Litchfield, CMC
Town Clerk

TOWN BULLETIN

September 3, 2003
Boston, Massachusetts

The foregoing amendments to the town by-laws adopted under Articles 2, 3, 4, and 32 of the warrant for the Wilbraham town meeting that convened on May 13, 2003, and the map pertaining to Article 4 are hereby approved.

Thomas F. Reilly — Attorney General
Kelli E. Gunagan — Assistant Attorney General

August 28, 2003

SPECIAL TOWN MEETING
May 13, 2003

Attendance:

Precinct A:	**113**
Precinct B:	**127**
Precinct C:	**186**
Precinct D:	**173**
Total ----------	**599**

In accordance with the Warrant, as posted, the inhabitants of the Town of Wilbraham, qualified to vote in Town affairs, met in Minnechaug Regional High School on Tuesday, May 13, 2003. At 7:28PM, Moderator Arthur F. Dionne noted a quorum was present and called the meeting to order. Town Clerk Beverly J. Litchfield read the call of the meeting.

ARTICLE I. -**Parliamentary Procedure:** Finance Committee Recommends. Passing by a majority vote that the Town adopt special parliamentary procedures for the purpose of implementing the provisions of Chapter 580 of the Acts of I980 (Proposition 2½) as amended, and as set forth in a document entitled "Article 1, Exhibit A," on file with the Town Clerk.

ARTICLE 2. **-Funding Transfers:** Finance Committee Recommends. Passing by a majority vote, Pursuant to Section 33B of Chapter 44 of the Massachusetts General Laws, that the Town transfer the sums of:

- $48,400 from previously appropriated but unexpended funds in the FY 2003 Budget 210, Police Salaries to the FY 2003 Budgets 113, Town Meeting Salaries ($2,025), 113, Town Meeting Expenses ($900), 122, Selectmen's Office Salaries ($3,400), 122, Selectmen's Office Expenses ($650), 173, Board of Appeals Expenses ($60), 192, Town Properties Expenses ($7,843), 199, Town Office Expenses ($1,109), 240, Central Dispatch Salaries ($5,500), 251, Inspector Expenses ($300) and 194, Group Health Insurance ($26,613);
- $42,879 from previously appropriated but unexpended funds in the FY 2003 Budgets

134, Accounting Salaries ($200), 134, Accounting Expenses ($9,300), 192, Town Properties Salaries ($5,100), 196, Town Reports Expenses ($1,361), 220, Fire Expenses ($5,000), 251, Inspectors Salaries ($980), 292, Dog Officer Expenses ($500), 541, Council on Aging Salaries ($900), 620, Recreation Salaries ($200), 620, Recreation Expenses ($815) and 702, Interest on Debt ($18,523) to the FY 2003 Budget 420, Highway Expenses; and

- $6,137 from previously appropriated but unexpended funds in the FY 2003 Budget 702, Interest on Debt to the FY 2003 Budget 194, Group Insurance Expenses.

ARTICLE 3. –**Stabilization Fund:** Finance Committee Recommends. Requiring a 2/3rd vote, passing by a declared 2/3rd vote by the Moderator that the Town appropriate $29,446 from the Stabilization Fund the FY 2003 Budget 420, Highway Expenses.

ARTICLE 4. **-Receipts Reserved for Appropriation for Ambulance:** Passing by a majority vote to move no action on this article.

Motion to **Dissolve the Special Town Meeting** passed by unanimous vote at 7:40 PM.

ATTEST:
Beverly J. Litchfield, CMC
Town Clerk

2003 ANNUAL TOWN ELECTION
May 17, 2003

Total Registered Voters ---	**8816**
Total Vote Cast ----------	**4812**
% Voted ----------	**55%**

Voted by Precinct	**Total Registered**
Precinct A - 1092	**2176**
Precinct B – 1209	**2237**
Precinct C – 1135	**2140**
Precinct D – 1376	**2263**

SELECTMAN – 3 YRS.		
Kevin J. Moriarty	D	1445*
Fred Biel – write-in		15
TOWN CLERK – 3 YRS.		
Beverly J. Litchfield	D	3529*
MODERATOR – 3 YRS.		
Arthur F. Dionne	R	3534*

ASSESSOR – 3 YRS.		
Lawrence G. LaBarbera	U	3416*
REG. SCHOOL COMMITTEE – 3 YRS.		
William J. Bickley, Jr.	R	2738*
Gilles E. Turcotte	D	2752*
TREE WARDEN – 3 YRS.		
Gordon R. Long	R	3594*
CEMETERY COMMISSIONER – 3 YRS		
Craig Nakashian (write-in)		31*

WATER COMMISSIONER – 3 YRS

Zigmund A. Peret	R	3329*

WATER COMMISSIONER – 1 YR.

Leland P. Miner	R	3353*

LIBRARY TRUSTEE – 3 YRS

Susan B. Magee	R	2871*
Janet L. Shea	R	2702*

PLANNING BOARD – 5 YRS

Edward T. Stevenson	R	3383*

PLANNING BOARD – 1 YR.

Christopher R. Leisey	R	3304*

WILB. HOUSING AUTH. -5 YRS

Cheryl C. Malandrinos	R	1767
Anne Turcotte	D	2442*

PROPOSITION 2-1/2 OVERRIDE QUESTION

Shall the Town of Wilbraham be allowed to assess an additional $1,400,000 in real estate and personal property taxes for the purposes of funding a portion of the assessment to the Hampden-Wilbraham Regional School District ($733,000), road and athletic field maintenance ($335,000), two Police Patrol Officer positions ($94,046), one Dispatcher position ($15,000), one Custodian position ($26,599), continuation of the Information Technology Director as a full-time position ($8,679), four days of salary for non-union municipal staff ($15,413), current Library operating hours ($43,521), the school fire safety awareness instructor ($2,000), snow removal ($23,500), operating expenses in the Selectmen's, Accounting, Assessors, Fire, Police, and Recreation Departments ($20,847), short-term borrowing expenses ($6,700) and emergency reserves ($75,695) for the fiscal year beginning July 1, 2003?

YES – 2425 **NO - 2364**

ATTEST:
Beverly J. Litchfield, CMC
Town Clerk

* Denotes Winner

STATEMENT OF RECEIPTS AND DISBURSEMENTS
July 1, 2002 to June 30, 2003

RECEIPTS		
FY 03 Dog Licenses		
688	Neutered males @ $10	$ 6,880.00
146	Males @$20	$ 2,920.00
67	Females @$20	$ 1,340.00
915	Spayed females @ $10	$ 9,150.00
0	License transfer	--
	Sub-total dog licensing	**$20,290.00**
FY 03 Dog Fines and Fees		
23	Stray dog fines @ $10	$ 230.00
182	Late dog fines @10	$ 1,820.00
20	Boarding fees @ $6	$ 120.00
5	Dog quarantines @ $5	$ 25.00

8	Non-criminal tickets	$ 225.00	
24	Miscellaneous	$ 240.00	
	Sub-total dog fines and fees	**$ 2,660.00**	
	Sub-total dog licensing		**$22,950.00**
	FY 03 Fisheries and Wildlife Licenses		
240	Resident Citizen Fishing @ $22.50	$5,400.00	
9	Resident Citizen Fishing (minor) @ $6.50	$ 58.50	
15	Resident Citizen Fishing (65-69) @ $11.25	$ 168.75	
54	Resident Citizen Fishing (paraplegic) FREE	0	
1	Non-resident Fishing @ $32.50	$ 32.50	
1	Duplicate Fishing @ $2.50	$ 2.50	
58	Resident Citizen Hunting @ $22.50	$1,305.00	
3	Resident Citizen Hunting (65-69) @ $11.25	$ 33.75	
3	Resident Hunting (paraplegic) FREE	0	
2	Non-resident Hunting (big game) @ $94.50	$ 189.00	
4	Resident Citizen Hunting (minor) @ $6.50	$ 26.00	
123	Resident Citizen Sport @ $40.00	$4,920.00	
11	Resident Citizen Sport (65-69) @ $20.00	$ 220.00	
82	Resident Citizen Sport (70 and over) FREE	0	
3	Duplicate Sport @ $2.50	$ 7.50	
113	Archery Stamps @ $5.10	$ 576.30	
32	Waterfowl Stamps @ $5.00	$ 160.00	
77	Primitive Firearms Stamps @ $5.10	$ 392.70	
462	Wildlife Cons. Stamps (resident)@ $5.00	$2,310.00	
3	Wildlife Cons. Stamps (non-res.) @ $5.00	$ 15.00	
1	Resident Citizen Trapping @ $30.50	$ 30.50	
1	Resident Citi. Trapping (65-69) @ $15.25	$ 15.25	
	Sub-total Fisheries and Wildlife revenue		**$15,863.25**
	FY 03 Marriage Licenses		
58	Licenses @ $20.00	$1,160.00	
	Sub-total marriage licenses		**$1,160.00**
	FY 03 Miscellaneous Clerk's Fees		
	Financial recordings	$ 1,510.49	
1454	Copies of records	$ 6,946.25	
82	Miscellaneous	$ 376.50	
7	Pole locations	$ 760.00	
92	Business certificates	$ 1,820.00	
8	Raffle permits	$ 160.00	
15	Gas storage permits	$ 510.00	
5	Cemetery books	$ 4.50	
468	Handling fees (Fisheries and Wildlife)	$ 468.00	
503	Passports	$13,845.00	
	Interest – Bay Bank	$ 15.93	
2	Miscellaneous bank charges	$ 8.00	
13	Non-criminal tickets	$ 2,200.00	
	Sub-total miscellaneous receipts		**$30,045.67**
	TOTAL ALL RECEIPTS		**$68,597.92**

DISBURSEMENTS			
Town Treasurer: FY 03 Dog Account			
1816	Dog licenses	$20,290.00	
262	Fines and fees	$ 2,435.00	
8	Non-criminal tickets	$ 225.00	
	Sub-total dog fund		**$22,950.00**
FY 03 Division of Fisheries and Wildlife			
1298	Licenses and stamps	$ 15,602.25	
	Sub-total Fisheries and Wildlife		**$15,602.25**
Town Treasurer: FY 03 Clerk's Fees			
1298	F&W licenses and stamps	$ 261.00	
58	Marriage licenses	$ 1,160.00	
	Financial recordings	$ 1,510.49	
1454	Copies of records	$ 6,946.25	
82	Miscellaneous	$ 376.50	
7	Pole locations	$ 760.00	
92	Business certificates	$ 1,820.00	
8	Raffle permits	$ 160.00	
15	Gas storage permits	$ 510.00	
5	Cemetery books	$ 4.50	
468	Handling fees (Fisheries and Wildlife)	$ 468.00	
503	Passports	$13,845.00	
	Interest – Bay Bank	$ 15.93	
2	Miscellaneous bank charges	$ 8.00	
13	Non-criminal tickets	$ 2,200.00	
	Sub-total clerk's fees		**$30,045.67**
		TOTAL FY 03 DISBURSEMENTS	**$68,597.92**

ATTEST:
Beverly J. Litchfield, CMC
Town Clerk

VOTER REGISTRATION BY PRECINCT
As of December 31, 2003

Precinct	Republican	Democrat	Unenrolled	Libertarian	Interdependent 3rd	Natural Law	Reform	Green/Rainb.	Total
A	461	792	949	8	1	0	0	2	2214
B	586	618	1041	7	0	0	0	5	2257
C	600	553	1014	11	1	0	1	3	2183
D	587	658	1041	3	0	1		6	2296
Total	**2234**	**2621**	**4045**	**29**	**2**	**1**	**1**	**17**	**8950**

VITAL STATISTICS

	2001	2002	2003
BIRTHS – Males	45	39	43
Females	67	44	66
Total	**112**	**83**	**109**
MARRIAGES -Total	**73**	**72**	**55**
DEATHS - Males	83	81	89
Females	113	145	121
Total	**196**	**226**	**210**

ATTEST:
Beverly J. Litchfield, CMC
Town Clerk

BOARD OF SELECTMEN

As previous Annual Reports indicate, planning for both the present- and long-term needs of the town is, and still remains, a vital part of the board's concern and focus. This has been somewhat difficult to do given the recent economic times and developments during the past few years. Our hope is that the worse is behind us and we can move forward in planning with a degree of guarded optimism.

A major goal is, and continues to be, providing necessary and vital town services through a budget that does not place undue hardship on the taxpayers. This can be a very elusive goal to achieve and is often times subject to change. Several of the factors which impact the budget are beyond local control and cannot be predicted. For example, the health of the economy, the level of state revenues, attitudes and feelings about the present and future, and even national events can and do play a part in shaping a town budget.

Of course, the two key elements in formulating a budget are income (revenue) and spending (expenses). In regards to spending, the board has taken steps to control the level of spending during the past year and even longer. These have included a hiring freeze on vacant positions for the past two-and-a-half years with few exceptions, no salary increases for town employees, both union and non-union, including fire and police, unless specifically required by an existing labor contract during the 2004 fiscal year, regular joint meetings for the past two years with the Finance Committee and Regional School Committee on budgets and a moratorium on any major capital projects outside of the Capital Planning Committee's Five-Year Plan. We believe these measures have allowed our town to maintain a necessary level of services and created a solid base upon which we can move forward in the coming years.

Careful and serious thought must be given to both present and future needs of the town. Decisions and choices on what can and must be done should be made only after a fair and full period of public debate and discussion. The board is fully aware of the pressures and burdens placed on all citizen taxpayers, from those with young families through seniors living on fixed incomes, to provide the revenue necessary to operate the town and have it move forward. At the same time it is our responsibility to bring to the attention of the citizens the needs of the town, not only the immediate ones but also those looming in the near future.

Another important planning goal has been, and continues to be, looking ahead and providing for the future needs, several of which are significant undertakings in terms of size and cost. Three in particular have been on the horizon for the past few years. They are the need for a public safety building, the renovation and expansion of the library, and preservation of open space. The clock is ticking on all three of these. And one must add into this mix an ever present concern, which is the health and vitality of our schools.

No one has a crystal ball. Projecting what is to come is most difficult. We can learn from the past how dramatically and quickly times change. Also one's outlook on the future is influenced by the most recent events of the past and the existing conditions of the moment. The B=board believes it is important to maintain some sort of balance during both the good and bad times and still have a vision of the future that promotes planning and will encourage growth and development.

The Board of Selectmen is committed to preserve and improve the quality and character of life that exists in Wilbraham. We strongly believe that an informed citizenry is a vital element in facing and dealing with the challenges at hand and those that lie in the future. As always we welcome and encourage comments, opinions and views expressed by individuals, groups, or organizations regarding what actions to take and what should or should not be done. Finally, we urge all citizens to attend Annual and Special Town Meetings so their voices will be heard and their votes counted.

David W. Barry, Chairman
James E. Thompson
Kevin J. Moriarty

Public Safety Building Committee

During the second year of study, the work and pace of this committee lessened somewhat due to the fiscal uncertainties and difficulties that continued to impact the finances and budget of the town. However, the committee did take one step forward.

Several meetings were held and a final and full Technical Study Report was completed by the architectural firm Studio One and made ready for presentation to the selectmen. They were asked to review and accept the report. Following this step the committee will begin planning a public information campaign. This involves making the proposed plan and summary available for public review, leading to hearings, discussion and debate.

At some point in the near future, this project merits serious discussion and consideration by the citizens of the town. The beginning steps to study and examine the need for new fire and police facilities started several years ago in the mid- to late-1990s. As fiscal year 2005 arrives, there is no firm, set timetable in place regarding a Town Meeting vote on the project. There was talk some time ago about bringing a proposal to the Town Meeting in 2004. This did not happen. But the committee feels strongly that the time is approaching to bring the issue of a public safety building, its design, location, and cost to voters for careful examination and eventually a decision.

During the past year there has been two changes to the committee. Fire Chief Kenneth R. Willette left Wilbraham for a new position. Acting Chief Fran Nothe stepped in and is now taking an active role in the work of the committee. One member resigned because of family and business commitments.

David W. Barry, Chairman

Susan Bunnell	Ralph Guyer	Marcia B. Zimmer
James Burke	Acting Chief Fran Nothe	Alton MacDonald (non-voting)
John L. Doleva	Edward T. Rigney	
William J. Fogarty	Chief Allen M. Stratton	John D. Ross III (resigned Jan 04)
	Jeffrey T. Wilcox	Chief Kenneth R. Willette (to Oct 03)

Personnel Board

The Personnel Board is comprised of five citizens who all have professional experience in some area of the human resource field. It's mission, as communicated by the Board of Selectmen, is to enhance the structure of the town's human resource function and to provide guidance on personnel matters.

The Personnel Board provides recommendations to the Board of Selectmen on specific personnel matters as they arise. In each instance, the board carefully listens to facts, reviews pertinent documentation, and makes a number of inquiries to gain a better understanding. Most importantly, we must consider the affect our advice will have on the needs of the town, needs of the employees, and relevant contractual provisions. During our meeting discussions, we rely on each member's experience and expertise to come to a consensus before providing our recommendations to the Board of Selectmen.

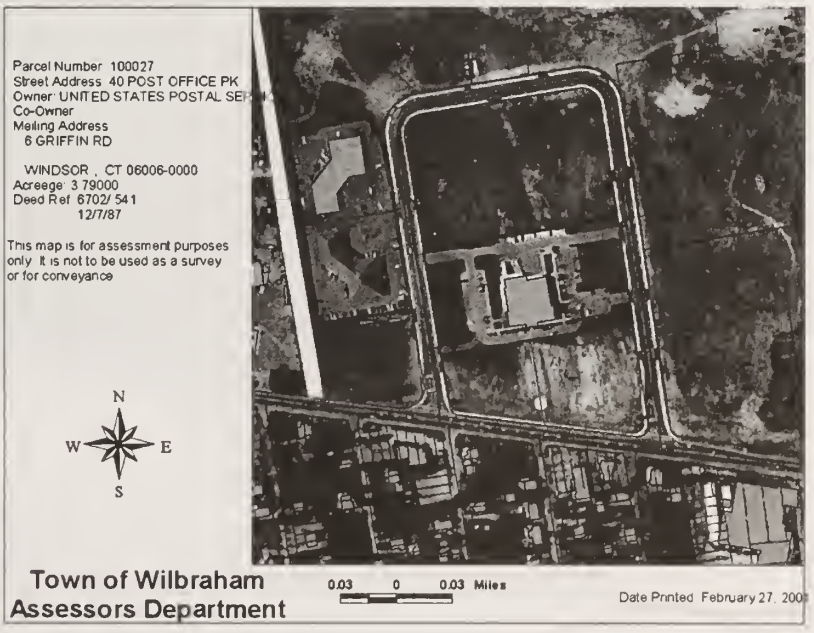
We look forward to providing our assistance to the town residents, management, and employees with enthusiasm in the future.

Camie Lamica, Chairperson
Jennifer Bourgeois
Barbara Ralph
Stacy Szwarckop
Jack Wilson

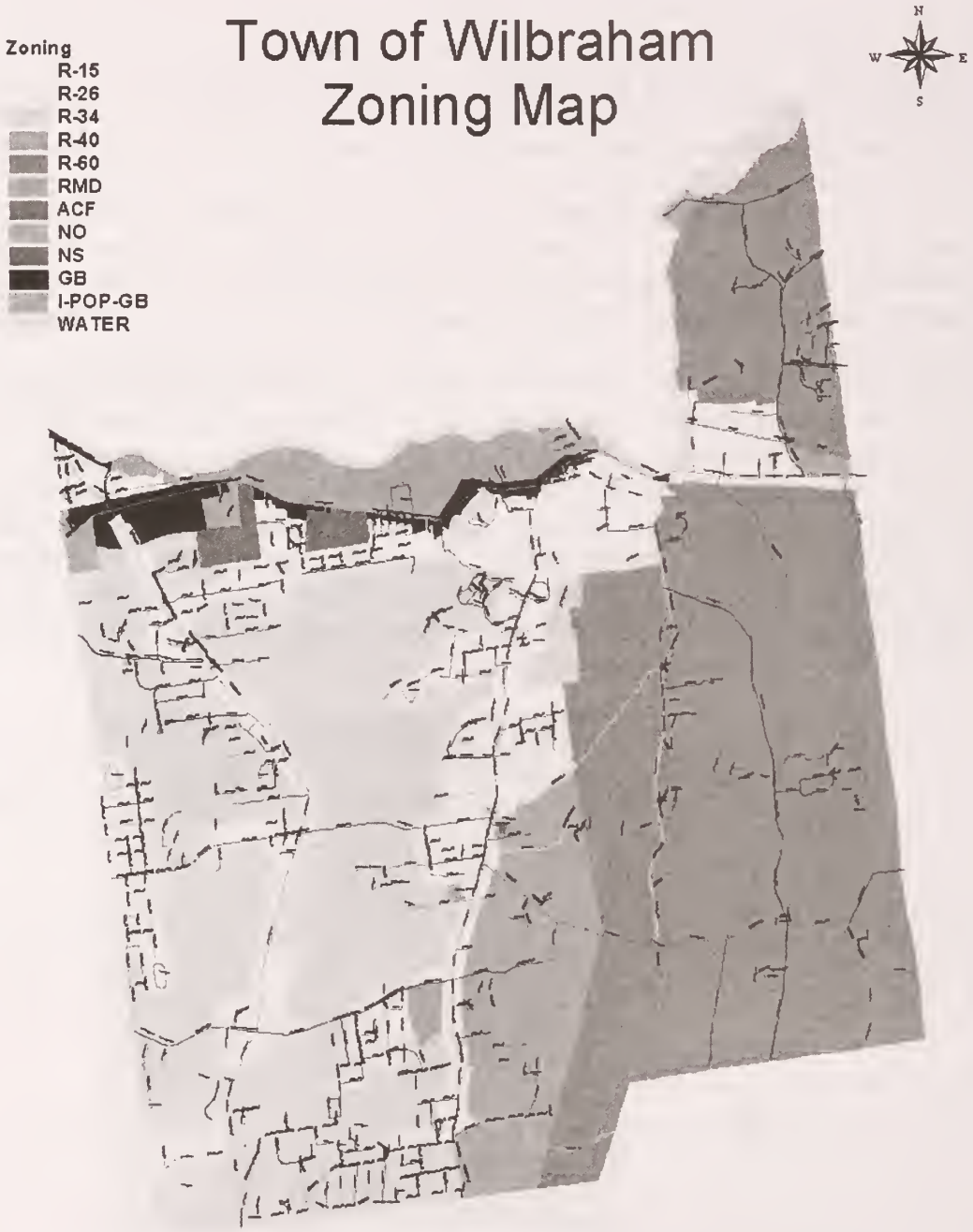
Information Technology Department

Information Technology supports every department and advisory committee, providing a reliable network infrastructure and implementing state-of-the-art computer systems. The main goal for the Information Technology Department is to improve town services by providing town administration with the best quality of service in a cost-effective manner.

During 2003, the IT Department continued to work on a reduced budget mode, maintaining the quality of service without introducing major system enhancements. Notwithstanding, several milestones were accomplished in some of the areas of responsibility. For instance, working in collaboration with the assessing staff and Engineering Division we finished the parcel maps digitization and implemented the first GIS customized application. This application allows the assessing staff to search for mapping information for a given parcel directly from their computers and more importantly to create a list of abutters in a matter of minutes instead of hours. Here is an example of the quality of mapping generated by our new application:



Also, the Planning and Building Departments benefited from the GIS project when the digitization of the Town Zoning map was completed. More recently, the pilot implementation of a new GIS application called GEOPlan is starting to bring the advantages of a GIS system to the departments dealing with properties and building matters. In the future this application shall help integrate the functions of multiple town departments and commissions to ultimately improve the level of service provided to our community.



Engineering Department

There are several systems from external suppliers or internally developed that are maintained by the IT department.

System	Source	Status
Geographic Information System	External Providers with Support by Consultants	Data development in process internally by Engineering, Assessors and IT Department
Human Resources Database System	External Provider with Support by IT Department	Data maintained by HR staff, customizations and database management by IT Department
Financial Software	External Provider with Support by Software Provider	Data maintained by Accounting, Collector, DPW and Assessors department, first-call support by IT Department
Registration Database System for Recreation Department	Developed and Supported by IT Department	Data maintained by Recreation Department, customizations and database management by IT Department
Local Census, Voters and Street List Database System for Town Clerk's office	Developed and Supported by IT Department	Data maintained by Town Clerk's office, customizations and database management by IT Department
Landfill Billing System	Developed and Supported by IT Department	Data maintained by Recycling office, customizations and database management by IT Department
Town website and email-based applications	Developed and Supported by IT Department	Internet and Hosting Services provided by external contractor, updated by IT Department
Wide Area Network among Municipal Buildings and Regional Schools	Hardware installed and maintained by external contractor	Network Management by IT Department
Local Area Network within several Municipal Buildings	Hardware installed and maintained by external contractor, Designed and Supported by IT Department	Network Management by IT Department

I would like to thank the Board of Selectmen, Finance Committee, Town Administrator, department directors and staff for their support during 2003.

Antonio Pagan, Director
Information Technology Department

Treasurer & Collector Financial Reports

The Collector / Treasurer's Office is responsible for the financial administration of all municipal funds, including cash flow analysis, all aspects of debt management, collection and reconciliation of receivables and cash, tax titles, payroll, trust funds, performance bonds, preparation of various fiscal reports and compliance with applicable federal and state laws. The department also oversees the administration of employee benefits in retirement, deferred compensation 457 plan, and the Section 125 Cafeteria plan. As Treasurer of the Town of Wilbraham I also serve as the financial advisor to the Capital Planning Committee, forecast local receipts for the budget process, in addition to planning, designing, developing, and implementing new computerized applications for the Treasurer's Office, Collector's Office, Landfill and other various departments.

Some highlights during fiscal year 2003 were:
The Department saw a 58% increase in the number of municipal lien certificates processed (710 vs. 1240), this was primary a result of the drop in long term interest rates as more homeowners refinanced their mortgage to take advantage of the lower rates.

This year I have foreclosed on 7 properties for non-payment of taxes. As a result of the town taking ownership of these parcels, I was appointed Tax Title Custodian for the Town of Wilbraham. My duties as Tax Title Custodian will include the care, custody, management and control of all property acquired by foreclosure. In addition the law allows me to sell the property at public auction. I expect to have the first sale during the summer of 2004.

The Treasurer / Collector's office is always reviewing the procedures we use to accomplish our goals and objectives. In the past we have automated the processing of Municipal Lien Certificates, installed new software so that we can perform the maintenance of our real estate collection files in-house, and the Collector's Office offers ACH transfers for residents who want to pay their real estate taxes with automatic withdrawals from their checking or saving account. This year we have 125 residents, an increase of 25%, who take advantage of this free service.

These productivity increases have not only allowed the Collector's Office to save tax dollars by decreasing our costs but these time saving operations have allowed us to focus our efforts on the collection of unpaid real estate taxes. As a result the Collector's Office needed to place a lien on only three properties whose owners failed to pay their fiscal year 2000 real estate taxes.

The goal of the Treasurer / Collector's Office is to perform the duties required by the town in an efficient and courteous manner. This goal requires teamwork to accomplish and would not be possible without the efforts of a great friendly staff. I wish to thank Lynne, Janet, Marna, Dot and Diane for the work that they do for the town. After 24 years with the Town of Wilbraham Dot Bednarz has retired. Best wishes in your retirement years.

Also, I wish to thank the residents of Wilbraham, the Board of Selectmen, the Finance Committee, the Capital Planning Committee and other boards and departments for their continued support and cooperation.

Lastly, if you have any questions about the department or its operations, please feel free to stop by and say "Hi" or call me at 596 - 2812.

Thomas P. Sullivan, CMMC CMMT
Treasurer / Collector

TOWN OF WILBRAHAM
BANK BALANCES AS OF JUNE 30, 2003

NK OF WESTERN MA	GENERAL	$93,682.74
UNTRY BANK	GENERAL	$1,898,716.27
EET BANK	CULTURAL COUNCIL	$4,198.11
EET BANK	POLICE	$43,529.22
EET BANK	PAYROLL	$325,535.98
EET BANK	GENERAL VENDOR	$401,921.50
ARTER ONE	RECREATION	$41,702.61
MDT	CONSERVATION	$38,455.91
MDT	CEMETERY CARE	$41,961.55
MDT	GENERAL	$19,957.43
MDT	STABILIZATION	$28,750.70
MDT	PEAK ROAD FUND	$1,099.78
MDT	DEACON WARRINER SCH FUND	$676.65
MDT	CHLOE BLISS STEBBINS FUND	$2,811.81
MDT	TERCENTARY OBSERVANCE FUND	$1,157.15
MDT	SCHOOL LOT FUND	$651.04
MDT	SOLDIERS MONUMENT PK FUND	$3,600.78
MDT	CRANE PARK MEMORIAL FUND	$9,525.39
OPLES SAVING BANK	GENERAL FUND	$356,831.52
OPLES SAVING BANK	STABILIZATION	$503,945.00
ATE STREET	GOVERNMENT INVESTMENT	$21,404.58
IIBANK	GENERAL	$163,031.88
TAL BANK ACCOUNTS		$4,003,147.60
		$0.00
TAL CASH		$4,003,147.60

TOWN COLLECTOR JULY 1, 2002 TO JUNE 30, 2003

TAXES:	OUTSTANDING	COMMITTED	REFUNDS	CASH - PAID TREASURER	ABATED & EXP	TRANSFERS	OUTSTANDING
PERSONAL PROPERTY							
1994	$2,825						$2,825
1995	$2,888						$2,888
1996	$3,044						$3,044
1997	$2,838						$2,838
1998	$3,269						$3,269
1999	$3,222						$3,222
2000	$3,041						$3,041
2001	$2,999						$2,999
2002	$1,949			$182			$1,767
2003	$194,745	$214,161	$2,687	$402,930			$8,663
REAL ESTATE						TAX TITLE	
1990	$616						$616
1991	$8,387						$8,387
1992	$993						$993
1993	$422						$422
1998		$60		$60			$0
1999	$72	$61		$133			$0
2000	$56,460	$64		$54,815		$1,331	$378
2001	$104,138	$119		$46,297		$1,990	$55,970
2002	$230,760	$92		$137,856		$3,021	$89,974
2003	$8,919,942	$9,659,393	$47,918	$18,286,655	$83,166		$257,433
2004		$9,277,451		$152,046			$9,125,405
2005				$2,792			($2,792)
PAYMENT IN LIEU OF TAXES - 2000		$2,510		$2,510			$0
MOTOR VEHICLE EXCISE							$0
PRIOR YEARS	$0						($0)
1995	$4,911			$43	$4,869		$0
1996	$5,964			$474	$5,490		$9,285
1997	$9,776			$491			$6,516
1998	$6,919			$403			$9,135
1999	$9,941	$13		$819			$10,196
2000	$14,858	$160		$4,822			$10,539
2001	$26,599	$33,020	$1,674	$48,696	$2,059		$14,271
2002	$97,882	$296,703	$16,364	$374,296	$22,383		$72,177
2003		$1,528,950	$17,713	$1,436,492	$37,995		
FARM ANIMAL EXCISE							$0
1998	$28			$28			$0
2000	$32			32			$0
2001	$29			29			$22
2002		$422		$400			
APPORTIONED SEWER PAID IN ADVANCE	$49	$2,193		$2,242			$0
BETTERMENTS ADDED TO TAXES SEWER							$0
2000	$144			$144			$145
2001	$212			$68			$438
2002	$548			$110			$318
2003	$8,219			$7,901			
BETTERMENTS ADDED TO TAXES WATER							$0
2003		$216		$216			

TOWN COLLECTOR

JULY 1, 2002 TO JUNE 30, 2003

TAXES:	OUTSTANDING	COMMITTED	REFUNDS	CASH - PAID TREASURER	ABATED	TRANSFERS	OUTSTANDING
COMMITTED INTEREST SEWER							
PAID IN ADVANCE	$60	$35		$37			$58
2000	$22			$22			$0
2001	$44			$30			$14
2002	$130			$5			$125
2003		$3,577		$3,460			$117
COMMITTED INTEREST WATER							
PAID IN ADVANCE		$0		$0			$0
2003		$142		$142			$0
LIENS ADDED TO TAXES SEWER							
2000	$573			$573			$0
2001	$2,909						$2,909
2002	$2,175						$2,175
2003		$8,442		$4,794			$3,648
LIENS ADDED TO TAXES WATER							
2000	$333			$305			$28
2001	$290						$290
2002	$218						$218
2003		$277		$111			$165
POLICE FALSE ALARM LIENS							
2000	$25			$25		$0	$0
2002	$25			$25			$0
2003		$525		$500			$25
						TRANSFERS	
WATER DEPARTMENT							
WATER RATES	$17,542	$969,672	$232	$961,386	$8,921	$277	$16,862
SEWER DEPARTMENT							
SEF	$5,000			$5,000			$0
SEWER USE	$34,472	$524,284	$231	$516,691	$14,611	$6,495	$21,190
						TRANSFERS	
LANDFILL							
2002	$127,420	$150		$550	$127,050		($30)
2003		$371,685	$140	$204,135	$150		$167,540
ACCOUNTS RECEIVABLE:							
LIQUOR LICENSES	$0	$32,607	$10	$32,617			$0
VETERANS SERVICES	$7,055	$3,491		$5,090	$195		$5,261
							$0
TOTALS	$9,927,014	$22,930,473	$86,970	$22,699,476	$306,888	$13,113	$9,924,979

ITEMS COLLECTED	
INTEREST - TAXES	$82,877
FEES - TAXES, WATER, SEWER, SEWER AVAILABILITY, ETC	$52,885
BAG STICKERS & 2ND CAR STICKERS	$12,795
POLICE FALSE ALARMS	$3,025
LANDFILL MISC	$6
MUNICIPAL LIENS	$31,047
	==========
TOTAL CASH PAID TO TREASURER	$22,882,111

PAGE ONE

TOWN OF
LONG-TERM DEBT SERVICE

DEBT SERVICE SCHEDULE

NAME	PURPOSE	DATE OF ISSUE	PAYING AGENT	RATE	DEBT BREAKDOWN	BALANCE 6/30/2003	FY 2004	FY 2005	FY 2006	FY 2007	FY 2008	FY 2009	FY 2010	BALANCE 6/30/10
WEST COLONIAL RD	SEWER	09/01/91	BAYBANK	6.5 - 6.8	PRINCIPAL	$40,000	$10,000	$10,000	$10,000	$10,000				$0
					INTEREST	$5,370	$2,335	$1,680	$1,015	$340				$0
WATER	WATER MAINS - LAYING & RELAYING	09/01/91	BAYBANK	6.5 - 6.8	PRINCIPAL	$310,000	$90,000	$90,000	$90,000	$40,000				$0
					INTEREST	$36,430	$17,615	$11,720	$5,735	$1,360				$0
MULTI-PURPOSE BOND	REMODELING 4/28/97	12/01/1998	PAINE WEBBER	3.4 - 4.4	PRINCIPAL	$114,000	$114,000							$0
					INTEREST	$2,109	$2,109							$0
MULTI-PURPOSE BOND	REMODELING 4/29/96	12/01/1998	PAINE WEBBER	3.4 - 4.4	PRINCIPAL	$29,000	$29,000							$0
					INTEREST	$537	$537							$0
MULTI-PURPOSE BOND	PARK FACILITIES 4/29/96	12/01/1998	PAINE WEBBER	3.4 - 4.4	PRINCIPAL	$5,000	$5,000							$0
					INTEREST	$93	$93							$0
MULTI-PURPOSE BOND	REMODELING 5/01/95	12/01/1998	PAINE WEBBER	3.4 - 4.4	PRINCIPAL	$7,000	$7,000							$0
					INTEREST	$130	$130							$0
MULTI-PURPOSE BOND	REMODELING 5/14/94	12/01/1998	PAINE WEBBER	3.4 - 4.4	PRINCIPAL	$4,000	$4,000							$0
					INTEREST	$74	$74							$0
MULTI-PURPOSE BOND**	REMODELING 6/12/93 OVERRIDE	12/01/1998	PAINE WEBBER	3.4 - 4.4	PRINCIPAL	$3,000	$3,000							$0
					INTEREST	$56	$56							$0
MULTI-PURPOSE BOND	REMODELING 6/12/93	12/01/1998	PAINE WEBBER	3.4 - 4.4	PRINCIPAL	$3,000	$3,000							$0
					INTEREST	$56	$56							$0
MULTI-PURPOSE BOND	REMODELING 5/14/94	10/01/2002	FIDELITY	2.5 - 3	PRINCIPAL	$12,000	$2,000	$2,000	$2,000	$2,000	$2,000	$2,000		$0
					INTEREST	$1,000	$295	$245	$195	$145	$90	$30		$0
MULTI-PURPOSE BOND	SEWER 5/01/95	10/01/2002	FIDELITY	2.5 - 3	PRINCIPAL	$40,000	$5,000	$6,000	$6,000	$6,000	$6,000	$6,000	$5,000	$0
					INTEREST	$3,963	$1,023	$885	$735	$585	$420	$240	$75	$0
MULTI-PURPOSE BOND	REMODELING 5/28/97	10/01/2002	FIDELITY	2.5 - 3	PRINCIPAL	$12,500	$2,500	$2,000	$2,000	$2,000	$2,000	$2,000		$0
					INTEREST	$1,006	$301	$245	$195	$145	$90	$30		($0)
MULTI-PURPOSE BOND	REMODELING 5/03/99	10/01/2002	FIDELITY	2.5 - 3	PRINCIPAL	$323,500	$53,500	$45,000	$45,000	$45,000	$45,000	$45,000	$45,000	$0
					INTEREST	$31,381	$8,094	$6,863	$5,738	$4,613	$3,375	$2,025	$675	($0)
MULTI-PURPOSE BOND	DEPARTMENTAL EQUIPMENT 5/03/99	10/01/2002	FIDELITY	2.5 - 3	PRINCIPAL	$53,000	$28,000	$25,000						$0
					INTEREST	$1,288	$975	$313						$0
MULTI-PURPOSE BOND	REMODELING 5/01/2000	10/01/2002	FIDELITY	2.5 - 3	PRINCIPAL	$673,000	$103,000	$95,000	$95,000	$95,000	$95,000	$95,000	$95,000	$0
					INTEREST	$66,125	$16,963	$14,488	$12,113	$9,738	$7,125	$4,275	$1,425	$0
MULTI-PURPOSE BOND	DEPARTMENTAL EQUIPMENT 5/01/2000	10/01/2002	FIDELITY	2.5 - 3	PRINCIPAL	$130,000	$45,000	$45,000	$40,000					$0
					INTEREST	$4,750	$2,688	$1,563	$500					$0
MULTI-PURPOSE BOND	DEPARTMENTAL EQUIPMENT 10/15/2001	10/01/2002	FIDELITY	2.5 - 3	PRINCIPAL	$237,500	$62,500	$60,000	$60,000	$55,000				$0
					INTEREST	$11,594	$5,156	$3,625	$2,125	$688				$0
MULTI-PURPOSE BOND	DEPARTMENTAL EQUIPMENT 5/06/2002	10/01/2002	FIDELITY	2.5 - 3	PRINCIPAL	$208,500	$48,500	$40,000	$40,000	$40,000	$40,000			$0
					INTEREST	$13,506	$4,806	$3,700	$2,700	$1,700	$600			($0)
TOTAL PRINCIPAL & INTEREST PAYMENTS PER FISCAL YEAR						$2,384,465	$678,303	$465,326	$421,050	$314,313	$201,700	$156,600	$147,175	$0
					PRINCIPAL	$2,205,000	$615,000	$420,000	$390,000	$295,000	$190,000	$150,000	$145,000	$0
					INTEREST	$179,465	$63,303	$45,326	$31,050	$19,313	$11,700	$6,600	$2,175	$0
					TOTAL	$2,384,465	$678,303	$465,326	$421,050	$314,313	$201,700	$156,600	$147,175	$0

STATEMENT OF TRUST FUNDS FY 2003

ADAMS CEMETERY IN TRUST FOR	PRINCIPAL AMOUNT	ADAMS CEMETERY IN TRUST FOR	PRINCIPAL AMOUNT	ADAMS CEMETERY IN TRUST FOR	PRINCIPAL AMOUNT	ADAMS CEMETERY IN TRUST FOR	PRINCIPAL AMOUNT
FRANK G. ADAMS	$300.00	FREDERICK COON	$50.00	W.H. GRAVES	$100.00	WILLIAM A. REED	$200.00
JOHN W BALDWIN	$700.00	CRAWFORD FAMILY TRUST	$500.00	FRANKLIN B. GREEN	$100.00	JESSE L. RICE	$200.00
ETHELBERT BLISS	$256.23	LUCY M. DANE	$100.00	GRISWOLD FAMILY TRUST	$500.00	ETTA MAE SIMMONS	$200.00
EDWARD H. BROWER	$200.00	HIRAM DANKS	$100.00	HIMES BURIAL LOT	$200.00	NELLIE SPENCER	$100.00
LAURA BRUUER	$1,000.00	DEWITT FAMILY TRUST	$250.00	GEORGE E. KNOWLTON	$200.00	CHLOE B. STEBBINS	$100.00
ALBRO BRYANT	$100.00	J.W. DUNSMORE	$200.00	CHARLES NORTH	$200.00	LUTHER MILTON STEBBINS	$200.00
HOWARD CALKINS	$200.00	F. FULLER & M. LANE	$300.00	PERPETUAL CARE MISC	$3,500.00	ELIZABETH TUPPER	$50.00
HENRY CLARK	$100.00	HARRIET GATES GOLDSMITH	$200.00	CHARLES PARKER	$300.00	BLISS STOCK (FRAC SHARE)	$1,203.87
			$50.00	P.P. POTTER	$103.24	PIAGET FAMILY TRUST	$500.00
							$12,563.34
TOTAL ADAMS CEMETERY AND ETHELBERT BLISS NON-EXPENDABLE TRUST AMOUNT				NEW NON-EXPENDABLE TRUSTNE		BLISS STOCK (FRAC SHARE)	$16.66
						(NEW)	$0.00

	BALANCE 6/30/2002	AVAILABLE 6/30/2002	INTEREST FY 2003	DIVIDENDS FY 2003	EXPENSES FY 2003	BALANCE 6/30/2003	AVAILABLE 6/30/2003
TOTALS ADAMS CEMETERY AND ETHELBERT BLISS	$26,121.22	$13,557.88	$376.19	$476.59	$1,940.58	$25,050.08	$12,470.08

EAST WILBRAHAM CEMETERY IN TRUST FOR	PRINCIPAL AMOUNT	EAST WILBRAHAM CEMETERY IN TRUST FOR	PRINCIPAL AMOUNT	EAST WILBRAHAM CEMETERY IN TRUST FOR	PRINCIPAL AMOUNT	EAST WILBRAHAM CEMETERY IN TRUST FOR	PRINCIPAL AMOUNT
CHARLES AMADON	$150.00	EMMA CARSON	$50.00	LORA M. GREEN	$50.00	INEZ PERRY (2)	$100.00
BISHOP LOT	$150.00	INEZ CHILSON	$100.00	ELIZA U. JONES	$100.00	IRA G. POTTER	$100.00
HENRY BOWKER	$100.00	EVALINA H. COPELAND	$100.00	ABRAHAM KNOWLTON	$100.00	FRANK & HATTIE RINDGE	$50.00
H. BUTLER & H. GREEN	$100.00	DASCO LOT	$200.00	CHARLES R. KNOWLTON	$100.00	MARTHA E. SMITH	$50.00
JAME A. BUTLER	$100.00	CHARLES A. GATES	$100.00	A. LEMIEUX SR.	$110.00	SPEAR - BUTLER LOT	$200.00
PHILIP & ANGELINA BUTLER	$100.00	BLANCH B. GILBERT	$150.00	LOIS LOUNSBURY	$110.00	FRANCIS E. STEBBINS	$200.00
WILLIAM BUTLER	$100.00	BENJAMIN B. GREEN	$100.00	ANGELINE P. MORGAN	$75.00		
ABEL B. CALKINS	$150.00	FRED W. GREEN	$100.00	PERPETUAL CARE MISC	$3,500.00		
CHARLES M CALKINS	$100.00	HENRY GREEN	$100.00	INEZ PERRY (1)	$100.00		
							$6,995.00
TOTAL EAST WILBRAHAM CEMETERY NON-EXPENDABLE TRUST AMOUNT						(NEW) PERPETUAL CARE MISC	$0.00

	BALANCE 6/30/2002	AVAILABLE 6/30/2002	INTEREST FY 2003	DIVIDENDS FY 2003	EXPENSES FY 2003	BALANCE 6/30/2003	AVAILABLE 6/30/2003
TOTAL EAST WILBRAHAM CEMETERY	$8,833.19	$1,838.19	$122.97	$0.00	$265.59	$8,690.57	$1,695.57

THE VALUE OF STOCK DONATED BY ETHELBERT BLISS AS OF JUNE 30, 2003

NAME	SHARES	PRICE	VALUE	NAME	SHARES	PRICE	VALUE
AGERE SYSTEMS (AGA.A)	20	$2.33	$46.60	COMCAST CORP. (CMCSK)	36	$28.99	$1,043.64
AVAYA COMMUNICATIONS (AV)	6	$6.46	$38.76	LUCENT TECHNOLOGIES (LU)	76	$2.03	$154.28
ATT (T)	112	$19.25	$2,156.00	QUEST (Q)	41	$4 78	$195.98
ATT WIRELESS (AWE)	27	$8.21	$221.67	SBC COMMUNICATIONS (SBC)	200	$25.55	$5,110.00
VERIZON (VZ)	84	$39.45	$3,313.80	VODAFONE (VOD)	60	$19.65	$1,179.00
BELL SOUTH (BLS)	108	$26.63	$2,876.04				
			TOTAL VALUE		$16,335.77		

STATEMENT OF TRUST FUNDS FY 2003

GLENDALE CEMETERY IN TRUST FOR	PRINCIPAL AMOUNT	GLENDALE CEMETERY IN TRUST FOR	PRINCIPAL AMOUNT	GLENDALE CEMETERY IN TRUST FOR	PRINCIPAL AMOUNT	GLENDALE CEMETERY IN TRUST FOR	PRINCIPAL AMOUNT
JOHN W. BALDWIN	$200.00						
ANNA C. KIBBEE	$100.00						
PERPETUAL CARE MISC	$3,500.00						
ALLYN C. SEARER	$200.00						
TOTAL GLENDALE CEMETERY NON-EXPENDABLE TRUST AMOUNT							$4,000.00

	BALANCE 6/30/2002	AVAILABLE 6/30/2002	INTEREST FY 2003	DIVIDENDS FY 2003	EXPENSES FY 2003	BALANCE 6/30/2003	AVAILABLE 6/30/2003
TOTAL GLENDALE CEMETERY	$8,366.33	$4,366.33	$120.16	$0.00	$265.59	$8,220.90	$4,220.90
SUBTOTAL CEMETERIES	$43,320.74	$19,762.40	$619.32	$476.59	$2,471.76	$41,961.55	$18,386.55

MISC FUNDS IN TRUST FOR	PRINCIPAL AMOUNT	MISC FUNDS IN TRUST FOR	PRINCIPAL AMOUNT	MISC FUNDS IN TRUST FOR	PRINCIPAL AMOUNT	MISC FUNDS IN TRUST FOR	PRINCIPAL AMOUNT
PEAKE ROAD	$434.90	CHLOE B. STEBBINS	$100.00				
SCHOOL LOT FUND	$641.74	TERCENTARY OBSERVANCE	$250.00				
SOLDIERS' MONUMENT	$1,000.00	DEACON WARRINER SCHOOL	$667.00				
TOTAL MISC NON-EXPENDABLE TRUST AMOUNT							$3,093.64

	BALANCE 6/30/2002	AVAILABLE 6/30/2002	INTEREST FY 2003	EXPENSES FY 2003	BALANCE 6/30/2003	AVAILABLE 6/30/2003
MISCELLANEOUS						
PEAKE ROAD	$1,057.33	$622.43	$42.45	$0.00	$1,099.78	$664.88
SCHOOL LOT FUND	$687.91	$46.17	$26.79	$63.66	$651.04	$9.30
SOLDIERS' MONUMENT	$5,723.89	$4,723.89	$226.89	$2,350.00	$3,600.78	$2,600.78
CHLOE B. STEBBINS	$2,703.25	$2,603.25	$108.56	$0.00	$2,811.81	$2,711.81
TERCENTARY OBSERVANCE	$1,112.48	$862.48	$44.67	$0.00	$1,157.15	$907.15
DEACON WARRINER SCHOOL	$714.34	$47.34	$27.80	$65.49	$676.65	$9.65
TOTAL MISCELLANEOUS	$11,999.20	$8,905.56	$477.16	$2,479.15	$9,997.21	$6,903.57
TOTAL CEMETERIES AND MISCELLANEOUS	$55,319.94	$28,667.96	$1,096.48	$4,950.91	$51,958.76	$25,290.12

			INTEREST	TRANSFERS IN	TRANSFERS OUT		AVAILABLE 6/30/2003
STABILZATION FUND		$848,005.03	$11,123.67		$326,433.00		$532,695.70
POLICE TRUST FUND		$41,228.64	$300.58	$2,000.00			$43,529.22
CONSERVATION FUND	$30,914.15	$30,914.15	$541.76	$7,000.00	$0.00	$38,455.91	$38,455.91

Board of Assessors

The Board of Assessors is comprised of three members each elected for a three-year term. This past year Chairman Richard Howell and board member John Wesolowski congratulated board member Lawrence LaBarbera on his reelection. The day-to-day functions of the Assessor's Office are handled aptly by Assistant Assessor Manuel Silva, MAA, the Assistant Administrator Diane Hildreth, and two staff members, Frances Boudreau and Linda Ferrero.

During the past year the staff performed a required triennial revaluation of all property in the town. All of the work was completed in-house with only minimal help for the commercial and personal property valuation. In additional to the revaluation, the cyclical inspection program was ongoing. This will continue into the current fiscal year to fulfill the Department of Revenue requirement that all property is inspected at least once every nine years.

In fiscal year 2004 the taxable value for the town increased by **$246,378,013** or **23.7%,** which results in a total taxable value for real and personal property of **$1,286,892,781**. The increase is mostly due to the revaluation. The new construction, or new growth, was **$24,826,242** and will produce **$453,576** in tax dollars. The Massachusetts Department of Revenue has approved the tax rate for fiscal 2004 at $16.40 per $1,000 of assessment. The new rate is an **decrease** of **$1.87** over that of last year. This single rate applies to all classes of real and personal property in accordance with the vote of the selectmen at the classification hearing held on **November 17, 2003.**

In summary, our goal and primary concern is to provide the town with a professional service completed by a professional and competent staff. This will result in a fair and equitable distribution of the property taxes that fund the services provided by other departments in town.

Richard Howell, Chairman, MAA
Lawrence LaBarbera, ASA, CCMA
John Wesolowski

Agricultural and Horticultural Land

The Board of Assessors is responsible for the classification of land used for agricultural and horticultural purposes, a tax benefit program which encourages the preservation and use of farmland by committed land owners. Contact the Board of Assessors for application and guidelines.

Older Citizen Property Tax Exemptions and Deferral

The Board of Assessors can assist seniors (and surviving spouses) with application and qualification for one of several exemptions and deferrals provided by the Town of Wilbraham, based on provisions of Massachusetts General Laws. Contact the Board of Assessors for application and guidelines.

THE COMMONWEALTH OF MASSACHUSETTS
DEPARTMENT OF REVENUE
TAX RATE RECAPITULATION

of FISCAL 2004

WILBRAHAM
City/Town/District

I. TAX RATE SUMMARY

Ia. Total amount to be raised (from IIe)	$	28,342,342.61
Ib. Total estimated receipts and other revenue sources (from IIIe)		7,237,301.00
Ic. Tax levy (Ia minus Ib)	$	21,105,041.61
Id. Distribution of Tax Rates and levies		

CLASS	(b) Levy percentage (from LA-5)	(c) IC above times each percent in col (b)	(d) Valuation by class (from LA-5)	(e) Tax Rates (c) / (d) x 1000	(f) Levy by class (d) x (e) / 1000
Residential	90.4330%	19,085,922.28	1,163,776,400	16.40	19,085,932.96
Exempt					
Open Space	0.0000%	0.00	0		
Commercial	6.0265%	1,271,895.33	77,554,300	16.40	1,271,890.52
Exempt					
Industrial	1.7069%	360,241.96	21,966,100	16.40	360,244.04
SUBTOTAL	98.1664%		1,263,296,800		20,718,067.52
Personal	1.8336%	386,982.04	23,595,981	16.40	386,974.09
TOTAL	100.0000%		1,286,892,781		21,105,041.61

Board of Assessors of **WILBRAHAM**
City or Town

Date

Tel. No.

II. Amounts to be raised

IIa. Appropriations (col. (b) through col. (e) from Page 4)		$ 27,782,352.00
IIb. Other amounts to be raised		
1. Amounts certified for tax title purposes		
2. Debt and interest charges not included on page 4		
3. Final court judgments		
4. Total overlay deficits of prior years		
5. Total cherry sheet offsets (see cherry sheet 1-ER)	15,737.00	
6. Revenue deficits	60,608.00	
7. Offset receipts deficits Ch. 44, Sec. 53E		
8. Authorized deferral of teachers' pay		
9. Snow and ice deficit Ch. 44 Sec. 31D		
10. Other (specify on separate letter)	2,020.95	
TOTAL IIb (Total lines 1 through 10)		78,365.95
IIc. State and county cherry sheet charge (C.S. 1-EC)		280,362.00
IId. Allowance for abatements and exemptions (overlay)		201,262.66
IIe. Total amount to be raised (Total IIa through IId)		$ 28,342,342.61

III. Estimated receipts and other revenue sources

IIIa. Estimated receipts - State		
1. Cherry sheet estimated receipts (C.S. 1-ER Total)	$ 1,210,241.00	
2. Cherry sheet overestimates (C.S. 1-EC Part E col. 3)		
TOTAL IIIa		1,210,241.00
IIIb. Estimated receipts - Local		
1. Local receipts not allocated (Page 3, col. (b), Line 23)	2,518,000.00	
2. Offset receipts (See Schedule A-1)	21,000.00	
3. Enterprise funds (See Schedule A-2)	2,280,000.00	
4. Community preservation funds (See Schedule A-4)	0.00	
TOTAL IIIb		4,819,000.00
IIIc. Revenue sources appropriated for particular purposes		
1. Free cash (Page 4, col. (c))	261,211.00	
2. Other available funds (Page 4, col. (d))	946,849.00	
TOTAL IIIc		1,208,060.00
IIId. Other revenue sources appropriated specifically to reduce the tax rate		
1. a. Free cash...appropriated on or before June 30, 2003		
b. Free cash...appropriated on or after July 1, 2003		
2. Municipal light source		
3. Teachers' pay deferral		
4. Other source : _____		
TOTAL IIId		0.00
IIIe. Total estimated receipts and other revenue sources (Total IIIa through IIId)		$ 7,237,301.00

IV. Summary of total amount to be raised and total receipts from all sources

a. Total amount to be raised (from IIe)		$ 28,342,342.61
b. Total estimated receipts and other revenue sources (from IIIe)	$ 7,237,301.00	
c. Total real and personal property tax levy (from Ic)	$ 21,105,041.61	
d. Total receipts from all sources (total IVb plus IVc)		$ 28,342,342.61

LOCAL RECEIPTS NOT ALLOCATED *

WILBRAHAM

	(a) Actual Receipts Fiscal 2003	(b) Estimated Receipts Fiscal 2004
→ 1. Motor vehicle excise	$ 1,830,680.78	$ 1,800,000.00
→ 2. Other excise	489.05	500.00
→ 3. Penalties and interest on taxes and excises	130,126.76	130,000.00
→ 4. Payments in lieu of taxes	2,510.22	2,500.00
5. Charges for Services - water		
6. Charges for Services - sewer		
7. Charges for Services - hospital		
8. Charges for Services - trash disposal		
9. Other charges for services	31,047.00	30,000.00
10. Fees	25,752.42	25,000.00
11. Rentals	34,097.10	34,000.00
12. Departmental revenue - Schools		
13. Departmental revenue - Libraries	4,713.65	5,000.00
14. Departmental revenue - Cemeteries		
15. Departmental revenue - Recreation		
16. Other departmental revenue	28,757.71	28,000.00
17. Licenses and permits	193,634.61	190,000.00
18. Special assessments	13,163.05	12,000.00
→ 19. Fines and forfeits	44,420.99	40,000.00
→ 20. Investment income	61,509.56	60,000.00
→ 21. Miscellaneous recurring (please specify)	11,265.00	11,000.00
22. Miscellaneous non-recurring (please specify)	178,755.85	150,000.00
23. TOTALS	$ 2,590,923.75	$ 2,518,000.00

I hereby certify that the actual receipts as shown in column (a) are, to the best of my knowledge correct and complete, and I further certify that I have examined the entries made on page 4 of the fiscal 2004 tax rate recapitulation form by the City/Town/District Clerk and hereby acknowledge that such entries correctly reflect the appropriations made and the sources from which such appropriations are to be met.

Date	Accountant/Auditor	Tel. No.

* Do not include receipts in columns (a) or (b) that were voted by the City/Town/District Council or Town Meeting as offset receipts on Schedule A-1, enterprise funds on Schedule A-2, or revolving funds on Schedule A-3. Written documentation must be submitted to support increases / decreases of estimated receipts to actual receipts.

→ Written documentation must be submitted to support increases/decreases of FY2003 estimated receipts to FY2004 estimated receipts to be used in calculating the municipal revenue growth factor.

CERTIFICATION OF APPROPRIATIONS AND SOURCES OF FUNDING

WILBRAHAM

APPROPRIATIONS							AUTHORIZATIONS MEMO ONLY	
City/Town Council or Town Meeting Dates	FY*	(a) Total Appropriations Of Each Meeting	(b) ** From Raise and Appropriate (Tax Levy)	(c) From Free Cash See B-1	(d) From Other Available Funds See B-2	(e) From Offset Receipts, See A-1 or Enterprise Funds, See A-2 Community Preservation See A-4	(f) *** Revolving Funds See A-3	(g) Borrowing Authorization (Other)
05/13/03	2004	27,752,906.00	24,241,292.00	261,211.00	917,403.00	2,333,000.00	35,000.00	740,000.00
05/13/03	2003	29,446.00			29,446.00	0.00		
		0.00						
		0.00						
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		0.00						
Totals		27,782,352.00	24,241,292.00	261,211.00	946,849.00	2,333,000.00		
		Must Equal Cols. (b) thru (e)						

* Enter the fiscal year to which the appropriation relates, i.e., fiscal year 2003 or fiscal 2004.

** Appropriations included in column (b) must not be reduced by local receipts or any other funding source. Appropriations must be entered gross to avoid a duplication in the use of estimated or other sources of receipts.

*** Include only revolving funds pursuant to Chapter 44, Section 53 E 1/2.

I hereby certify that the appropriations correctly reflect the votes taken by City/Town/District Council.

WILBRAHAM
City/Town

Date

Clerk

Tel. No.

ACCOUNTANT'S REPORT

The main responsibility of the Accounting Department is to maintain the financial records of the town. We have to meet deadlines set by the state for submission of several reports. The state's Division of Local Services uses the information from these reports for various calculations one of which is used to certify a "free cash" figure for the town.

Several of the duties of the Accounting Department are dictated by Massachusetts General Laws, by the Uniform Massachusetts Accounting System and by GAAP (generally accepted accounting principles).

The Accounting Department provides information to all department directors on a weekly basis enabling them to monitor their spending. This is provided in a line-by-line manner making them aware of where each line item in their budget stands. This information is helpful in the preparation of the next year's budget process. Information is also provided
To the Board of Selectmen, Town Administrator and several committees as requested or needed.

Another major responsibility of the Accounting Department is ensuring an annual audit is conducted on the town's finances. An outside auditing firm is contracted for this purpose. The firm of Melanson Heath & Company, PC has been engaged for the past few years to accomplish this task. At the completion of the audit, an "exit meeting" is conducted with the Board of Selectmen, Town Administrator, Town Accountant, Town Collector/Treasurer and a member of the auditing firm to present the audit results and answer any questions. Once accepted, this report becomes a permanent document of the town. Copies are forwarded to the Massachusetts Department of Revenue as mandated.

The Accounting Department is a busy department, producing approximately 20,000 to 25,000 vendor and payroll checks annually. Elayne Stratton, the department's accounts payable clerk is responsible for these procedures. Nancy Johnson, Assistant Town Accountant has the responsibility of being the liaison to the Finance Committee and Capital Projects Committee. She provides them with information as needed, attends their meetings and is their recording secretary.

As always, I take this opportunity to thank my staff, Elayne Stratton and Nancy Johnson – you both do a great job.

JoAnne DeGray CGA
Town Accountant

Combined Balance Sheet - All Fund Types and Account Group -FY2003

	General Funds	Government Fund Types		Proprietary Fund Types	Fiduciary Fund Types	Account Group	Totals
	General	Special Revenue	Capital Projects	Enterprise	Trust & Agency	General Long Term Debt	Memorandum Only
Assets							
Cash & Cash Equivalents	$1,107,305.84	$1,133,382.23	$231,621.88	$388,402.73	$668,587.95		$3,529,300.63
Restricted Cash		548.00			1,021,384.86		1,021,932.86
Receivables:							
Property Taxes	448,731.76						448,731.76
Tax Liens	121,442.73						121,442.73
Excises	132,243.00						132,243.00
Utilities				217,555.38			217,555.38
Special Assessments	93,595.66						93,595.66
Other	25.00	195,821.65					195,846.65
Due from Other Governments	5,261.27	31,532.09					36,793.36
Foreclosures	65,903.54						65,903.54
Amt to be Provided for Retirement of General Long Term Obligations						1,168,000.00	1,168,000.00
TOTAL ASSETS	$1,974,508.80	$1,361,283.97	$231,621.88	$605,958.11	$1,689,972.81	$1,168,000.00	$7,031,345.57
Liabilities & Fund Equity							
Liabilities:							
Deferred Revenue	867,202.96	227,353.74		217,555.38			1,312,112.08
Deferred Compensation					994,716.22		994,716.22
Performance Bonds						515,000.00	515,000.00
General Obligation Bonds						653,000.00	653,000.00
Accrued Compensated Absences			1,937,649.00				1,937,649.00
Other Liabilities							
TOTAL LIABILITIES	$867,202.96	$227,353.74	$1,937,649.00	$217,555.38	$994,716.22	$1,168,000.00	$5,412,477.30
Fund Equity:							
Retained Earnings:				76,942.73			76,942.73
Unreserved							
Fund Balance:							
Reserved for Encumbrances	182,227.00	15,548.00		37,825.00			235,600.00
Reserved for Expenditures	300,540.00	396,149.60	-1,706,027.12	273,635.00	668,587.95		-67,114.57
Reserved for Revenue Deficit							
Unreserved, Undesignated	624,533.84	-30,791.05					593,742.79
Restricted Fund Balance		753,023.68			26,668.64		779,692.32
Reserved for Special Articles	5.00						5.00
TOTAL EQUITY	$1,107,305.84	$1,133,930.23	-$1,706,027.12	$388,402.73	$695,256.59	$0.00	$1,618,868.27
TOTAL LIABILITIES & FUND EQUITY	$1,974,508.80	$1,361,283.97	$231,621.88	$605,958.11	$1,689,972.81	$1,168,000.00	$7,031,345.57

ANNUAL TOWN REPORT

FY 2003 GENERAL & ENTERPRISE FUND EXPENDITURES

DEPARTMENT	FY2003 BUDGET	FY2003 TRANS IN/OUT	FY2003 EXPENDED	FY2003 ENCUMBERED	FY2003 SURPLUS
SELECTMEN SALARIES	236,449.00	(45,167.00)	190,463.60	0.00	818.40
SELECTMEN EXPENSES	28,000.00	650.00	22,713.15	2,500.00	3,436.85
TOTAL DEPT	264,449.00	(44,517.00)	213,176.75	2,500.00	4,255.25
TOWN MEETING SALARIES	19,112.00	2,025.00	20,686.81	0.00	450.19
TOWN MEETING EXPENSES	7,171.00	900.00	7,946.96	0.00	124.04
TOTAL DEPT.	26,283.00	2,925.00	28,633.77	0.00	574.23
REGISTRARS SALARIES	14,995.00	0.00	13,494.78	0.00	1,500.22
REGISTRARS EXPENSES	5,105.00	0.00	4,592.11	0.00	512.89
TOTAL DEPT.	20,100.00	0.00	18,086.89	0.00	2,013.11
TOWN REPORTS	11,000.00	($1,361.00)	7,976.33	1,600.00	62.67
ACCOUNTING SALARIES	86,202.00	1,370.00	87,569.33	0.00	2.67
ACCOUNTING EXPENSES	38,375.00	(9,300.00)	23,141.20	5,900.00	33.80
TOTAL DEPT.	124,577.00	(7,930.00)	110,710.53	5,900.00	36.47
ASSESSORS SALARIES	130,388.00	554.00	130,938.41	0.00	3.59
ASSESSORS EXPENSES	15,750.00	0.00	11,318.51	4,431.00	0.49
TOTAL DEPT.	146,138.00	554.00	142,256.92	4,431.00	4.08
TREAS/COLL SALARIES	108,240.00	2,029.00	109,558.87	0.00	710.13
TREAS/COLL EXPENSES	50,366.00	0.00	37,760.21	10,500.00	2,105.79
TOTAL DEPT.	158,606.00	2,029.00	147,319.08	10,500.00	2,815.92

DEPARTMENT	FY2003 BUDGET	FY2003 TRANS IN/OUT	FY2003 EXPENDED	FY2003 ENCUMBERED	FY2003 SURPLUS
TOWN CLERK SALARIES	68,542.00	820.00	69,060.37	0.00	301.63
TOWN CLERK EXPENSES	3,740.00	0.00	3,529.28	0.00	210.72
TOTAL DEPT.	72,282.00	820.00	72,589.65	0.00	512.35
LEGAL EXPENSES	36,288.00	67,600.00	83,831.46	20,056.00	0.54
TOWN OFFICE EXPENSES	73,900.00	1,109.00	67,005.80	7,710.00	293.20
DATA PROCESSING SALARIES	47,037.00	1,145.00	48,181.64	0.00	0.36
DATA PROCESSING EXPENSES	60,095.00	0.00	42,143.16	17,950.00	1.84
TOTAL DEPT.	107,132.00	1,145.00	90,324.80	17,950.00	2.20
PLANNING SALARIES	75,075.00	1,153.00	75,226.14	0.00	1,001.86
PLANNING EXPENSES	4,840.00	0.00	2,801.18	105.00	1,933.82
TOTAL DEPT.	79,915.00	1,153.00	78,027.32	105.00	2,935.68
TOWN PROPS. SALARIES	54,816.00	(5,100.00)	42,860.72	0.00	6,855.28
TOWN PROPS. EXPENSES	147,235.00	11,989.00	158,591.33	610.00	22.67
TOTAL DEPT.	202,051.00	6,889.00	201,452.05	610.00	6,877.95
PENSIONS EXPENSES	695,678.00	0.00	695,677.00	0.00	1.00
GROUP INSURANCE EXPENSE	641,637.00	32,750.00	667,416.64	0.00	6,970.36
GENERAL INSURANCE EXPENSE	243,203.00	0.00	202,243.15	0.00	40,959.85
					0.00
SURETY BONDS	1,500.00	0.00	1,477.50	0.00	22.50
INSPECTORS SALARIES	82,456.00	929.00	82,734.06	0.00	650.94
INSPECTORS EXPENSES	3,050.00	300.00	2,724.45	0.00	625.55
TOTAL DEPT.	85,506.00	1,229.00	85,458.51	0.00	1,276.49

DEPARTMENT	FY2003 BUDGET	FY2003 TRANS IN/OUT	FY2003 EXPENDED	FY2003 ENCUMBERED	FY2003 SURPLUS
POLICE DEPT. SALARIES	1,698,688.00	(44,712.00)	1,617,935.93	0.00	36,040.07
POLICE DEPT. EXPENSES	129,835.00	0.00	127,785.24	75.00	1,974.76
POLICE NON-RECURRING	0.00	0.00	0.00	0.00	0.00
TOTAL DEPT.	1,828,523.00	(44,712.00)	1,745,721.17	75.00	38,014.83
FIRE DEPT. SALARIES	1,170,291.00	26,430.00	1,188,681.84	0.00	8,039.16
FIRE DEPT. EXPENSES	103,900.00	(5,000.00)	95,962.07	350.00	2,587.93
FIRE NON-RECURRING	0.00	0.00	0.00	0.00	0.00
TOTAL DEPT.	1,274,191.00	21,430.00	1,284,643.91	350.00	10,627.09
TREE WARDEN SALARIES	7,354.00	0.00	7,354.00	0.00	0.00
TREE WARDEN EXPENSES	22,150.00	0.00	14,851.00	7,299.00	0.00
TOTAL DEPT.	29,504.00	0.00	22,205.00	7,299.00	0.00
DISPATCH SALARIES	261,493.00	6,859.00	264,653.37	0.00	3,698.63
DISPATCH EXPENSES	3,950.00	0.00	2,263.51	0.00	1,686.49
TOTAL DEPT.	265,443.00	6,859.00	266,916.88	0.00	5,385.12
SEALER WGTS SALARIES	3,442.00	69.00	3,511.00	0.00	0.00
SEALER WGTS EXPENSES	850.00	0.00	565.00	0.00	285.00
TOTAL DEPT.	4,292.00	69.00	4,076.00	0.00	285.00
CIVIL DEFENSE SALARIES	1,140.00	0.00	1,140.00	0.00	0.00
CIVIL DEFENSE EXPENSES	0.00	0.00	0.00	0.00	0.00
TOTAL DEPT.	1,140.00	0.00	1,140.00	0.00	0.00
DOG OFFICER SALARIES	13,429.00	258.00	13,687.00	0.00	0.00
DOG OFFICER EXPENSES	7,571.00	(500.00)	4,203.18	400.00	2,467.82
TOTAL DEPT.	21,000.00	(242.00)	17,890.18	400.00	2,467.82
					0.00
REGIONAL SCHOOL ASSESSMENT	13,970,470.00	0.00	13,970,470.00	0.00	0.00
HIGHWAY SALARIES	510,460.00	47,235.00	557,692.84	0.00	2.16
HIGHWAY EXPENSES	368,900.00	101,773.00	380,431.86	90,241.00	0.14
HIGHWAY NON-RECURRING	0.00	0.00	0.00	0.00	0.00
TOTAL DEPT.	879,360.00	149,008.00	938,124.70	90,241.00	2.30

DEPARTMENT	FY2003 BUDGET	FY2003 TRANS IN/OUT	FY2003 EXPENDED	FY2003 ENCUMBERED	FY2003 SURPLUS
ENGINEERING SALARIES	64,582.00	1,352.00	65,831.05	0.00	102.95
ENGINEERING EXPENSES	16,450.00	0.00	15,323.95	500.00	626.05
TOTAL DEPT.	81,032.00	1,352.00	81,155.00	500.00	729.00
HISTORICAL EXPENSES	0.00	0.00	0.00	0.00	0.00
CONSERVATION EXPENSES	2,110.00	0.00	1,002.16	0.00	1,107.84
BRD OF APPEALS EXPENSES	1,000.00	60.00	1,000.00	0.00	60.00
INSECT CONTROL SALARIES	2,054.00	41.00	2,095.00	0.00	0.00
INSECT CONTROL EXPENSES	12,150.00	0.00	1,886.83	10,000.00	263.17
TOTAL DEPT.	14,204.00	41.00	3,981.83	10,000.00	263.17
SANITARIAN SALARIES	8,550.00	166.00	8,716.00	0.00	0.00
SANITARIAN EXPENSES	680.00	0.00	680.00	0.00	0.00
TOTAL DEPT.	9,230.00	166.00	9,396.00	0.00	0.00
C.O.A. SALARIES	113,518.00	1,867.00	112,297.96	0.00	3,087.04
C.O.A. EXPENSES	11,540.00	0.00	8,113.06	0.00	3,426.94
TOTAL DEPT.	125,058.00	1,867.00	120,411.02	0.00	6,513.98
VETERANS SALARIES	9,209.00	0.00	7,811.17	0.00	1,397.83
VETERANS EXPENSES	8,750.00	0.00	6,213.14	0.00	2,536.86
TOTAL DEPT.	17,959.00	0.00	14,024.31	0.00	3,934.69
CEMETERIES EXPENSES	18,800.00	0.00	18,668.98	0.00	131.02
LIBRARY SALARIES	404,459.00	2,528.00	404,447.37	0.00	2,539.63
LIBRARY EXPENSES	180,050.00	0.00	176577.08	2,000.00	1,472.92
TOTAL DEPT.	584,509.00	2,528.00	581,024.45	2,000.00	4,012.55

DEPARTMENT	FY2003 BUDGET	FY2003 TRANS IN/OUT	FY2003 EXPENDED	FY2003 ENCUMBERED	FY2003 SURPLUS
RECREATION SALARIES	77,834.00	529.00	77,632.67	0.00	730.33
RECREATION EXPENSES	15,700.00	(815.00)	14,884.04	0.00	0.96
TOTAL DEPT.	93,534.00	(286.00)	92,516.71	0.00	731.29
DEBT	389,375.00	0.00	389,375.00	0.00	0.00
INTEREST ON DEBT	95,306.00	(24,660.00)	70,636.41	0.00	9.59
SPECIAL ARTICLES	7,000.00	(7,000.00)	0.00	0.00	0.00
TOTAL GENERAL FUND	22,703,285.00	170,875.00	22,548,043.86	182,227.00	143,889.14
					0.00
WASTEWATER SALARIES	161,548.00	4,000.00	162,046.45	0.00	3,501.55
WASTEWATER EXPENSES	302,703.00	(4,000.00)	251,048.26	37500	10,154.74
TOTAL DEPT.	464,251.00	0.00	413,094.71	37,500.00	13,656.29
WASTEWATER SPECIAL ARTICLES	90,913.00	0.00	72,503.46	0.00	18,409.54
WATER SALARIES	303,451.00	0.00	296,483.66	0.00	6,967.34
WATER EXPENSES	797,048.00	0.00	728,348.86	100.00	68,599.14
TOTAL DEPT	1,100,499.00	0.00	1,024,832.52	100.00	75,566.48
WATER SPECIAL ARTICLES	50,000.00	0.00	26,844.00	0.00	23,156.00
SOLID WASTE SALARIES	178,201.00	0.00	163,886.65	0.00	14,314.35
SOLID WASTE EXPENSES	304,262.00	0.00	269,585.06	225.00	34,451.94
TOTAL DEPT.	482,463.00	0.00	433,471.71	225.00	48,766.29
TOTAL ENTERPRISES	2,188,126.00	0.00	1,970,746.40	37,825.00	179,554.60
TOTAL EXP GEN & ENTERPRISE FDS	24,891,411.00	170,875.00	24,518,790.26	220,052.00	323,443.74

Finance Committee

The Finance Committee is made up of nine town residents appointed by the Board of Selectmen for three-year staggered terms. The main function of the committee is to receive and evaluate information about the needs of the town, primarily the financial requirements of each department, including the regional school system, and to recommend the budget appropriations required to meet these needs. The Finance Committee holds regular public meetings during this process and makes its final recommendations at the Annual Town Meeting.

The Town of Wilbraham is faced with growing demands on its financial resources and a tax base largely dependent on residential property taxes. In spite of signs that the national and state economies are improving, the Commonwealth remains in a fiscal crisis that will become worse as we head into FY 2005. The Commonwealth's fiscal crisis has affected not only the Town of Wilbraham, but other municipalities as well. More than 80% of cities and towns have sustained cuts in education aid, lottery aid, and other smaller grants and reimbursement programs. Even with these cuts in municipal assistance, the state is still looking at a $1 billion budget shortfall for 2005.

Last year the Town of Wilbraham, like many other cities and towns, satisfied its budget shortfall with a Proposition 2 ½ override. In 2003, overrides were at their highest level in a decade, double that of 2002. The state's fiscal crisis is clearly placing a heavier burden on property taxpayers and forcing reductions in local programs and services. The Finance Committee has encouraged and supported fiscal creativity that benefits the services available to town residents. Funding of projects and positions through grants and alternative resources other than raising tax revenues are regularly sought and achieved. The town departments have done a commendable job providing quality services to our community, through careful budget management and the efforts of the dedicated individuals we are so fortunate to have working for the town.

To accomplish our goal of providing the best possible services to meet the needs of town residents within viable fiscal constraints, we seek to balance the needs of a changing and growing town by scrutinizing expenditures, encouraging the pursuit of alternative sources of funding and of revenue. It is clearly time for a thoughtful and honest debate about what levels of annual spending – and spending growth – are in the best interests of the citizens of Wilbraham, and what levels of revenue are needed to support that spending.

Marcia B. Zimmer, Chair

Sue Bunnell	Ken R. Furst, Vice Chair	Kevin O'Donnell
Judy Curran	Gregory Gale	Timothy Walsh
Kevin Dorsey	Dominick LaSorsa	

Capital Planning Committee

The Capital Planning Committee is a five-person committee, three appointed by the Board of Selectmen and two appointed by the Finance Committee. We work very closely with the town's Finance Committee. We report to the Board of Selectmen. Members serve three-year terms. Although not a prerequisite, three of our members are current or former members of the town Finance Committee. This year, our five members will have a combined 46 years of service on either this committee or the Finance Committee.

The Capital Planning Committee reviews the capital expenditures of the town by maintaining a Five-year Capital Plan. This plan is formulated by speaking to department managers of the town and evaluating their capital projects. Projects such as maintenance of town buildings (including all school buildings, except Minnechaug), vehicles/fleet management, and equipment purchases that are over $10,000. Our methodology also includes open public meetings, reviewing requests and recommendations submitted by town departments, on-site visits, input from citizens, and requests from the Board of Selectmen. We present out Five-year Capital Plan for review at the Annual Town Meeting. Our meeting dates are posted and residents of Wilbraham are very much welcome to attend and participate.

Our committee is assisted by three very helpful town employees who attend most of our meetings. Our Town Treasurer/Collector Thomas Sullivan is our key resource for formulating our Five-year Capital Plan. Nancy Johnson, the Assistant Town Accountant, provides exceptional administrative support, research, and project work. Our Building Inspector Lance Trevallion is a great resource in dealing with ongoing projects and his expertise in the construction areas is very valuable.

The members of the 2003 Capital Planning Committee are:

Appointed by the Board of Selectmen	Appointed by the Finance Committee
Bob Quintin, Chair	Marcia Zimmer
Brenda Canning	Sue Bunnell
John Pitoniak	

Department of Public Works

The Wilbraham Department of Public Works (DPW) has 29 full-time employees and has a total operating budget of $3,543.230.00. The DPW's primary responsibility is to

provide safe roads throughout the entire year, deliver safe water to residents, as well as provide fire hydrant service, provide sewer service, trash disposal, assist in recreational maintenance and provide staff for emergency preparedness, planning, billing and overall management. The net results of our activity impact the quality of life and the health and welfare of the residents. The department wants to thank the water, sewer, and solid waste elected and appointed board members as well as selectmen, Capital Planning Committee and Finance Committee who contribute so much.

Fiscal year 2003 was a productive and successful year. The following is a list of activities and accomplishments for each one of the divisions in the DPW:

HIGHWAY DIVISION

The Highway Superintendent is Frank Shea. His dedication, expertise and years of experience contribute immensely to our accomplishments. The year 2003 began with a five-inch snowfall on New Year's Day, to continue a winter, which began for the highway crew in late October of 2002 and which had personnel working on every holiday including Christmas. During January 2003, the highway personnel worked 27 days out of 31 on snow removal operations.

February was a little better with only 21 days spent on snow removal. However, on the Presidents Day holiday, we were hit with the largest storm ever recorded for a 24-hour period. This storm dumped 24-26 inches of snow on us, making this the most expensive storm we have seen, costing $78,000.00. Because of a state-declared emergency, we were able to apply for and receive a F.E.M.A. Grant covering 2/3 of the cost.

Our last snow fell on April 8, 2003, ending a winter which gave us a total of 89 inches of snow from October 26, 2002 to April 8, 2003, with a record breaking 61.1 inches falling from January 1, 2003 to April 8, 2003.

During the entire winter season a total of 3,055 tons of pelletized deicer (salt) and 52,000 gallons of liquid magnesium chloride was used to keep our roads safe. The use of magnesium chloride and less sand has tremendous benefits. It is less corrosive, works at lower temperatures, and doesn't need to be cleaned up in the spring. An extremely dedicated group of employees worked endless hours and gave up every holiday and most weekends to keep all our roads open and passable.

At the end of snow and rising temperatures a new set of problems arose. The combination of numerous freeze-and -haw cycles, along with an extremely high ground water level rendered many of our secondary roads, which have not been paved in years, almost impassable.

The amount of pavement damage and the large areas of substandard roadway made normal patch methods unfeasible. For the first time we used our pavement grinder to

recycle damaged areas and using all town-owned equipment, we re-graded and paved the most damaged areas of many side streets. Areas of the following streets were done in this manner: Hunting Lane, Northwood, Tinkham Glen, Oakland, lower Western View, Longview, Scenic, Rochford and Sunnyside. Although these repairs are temporary, the materials used are not wasted, as they will serve as a base for permanent repairs when money for this work becomes available.

While crews were doing paving work, the septic system at the Red School (Public Access Television's home base) failed. The Highway Division was called in to repair it. This required the design and installation of a complete new system. Working with the Engineering Division and Title V Inspector, work on this project was fast tracked and installation, including repaving of the parking lot, was done in such an expedient manner that no loss of service or shut down of business was necessary. All work on this was done by the Highway Division at a great savings to the town.

Early in May, highway crews started two separate projects. The first was work on Monson and Glendale Roads, where for many years a severe winter ice problem has existed. In order to remedy this problem we were required to install a sub-drainage system, along with manholes and catch basins. All work on this project, beyond paved surface, was done by highway crews, along with landscape changes to improve sight distance. Highway crews were followed by paving contractors as part of the town's contract for paving. This entire project worked very well after our first two storms, which were followed by rain and a quick freeze. We had no ice for the first time in many years.

Our second large project was the start of earth moving on Maynard Road. Late in the fall of 2002, trees were cut to clear the right-of-way for the relocation of the road. An early winter stopped work and nothing was done until April 2003.

At that time the lumber-quality logs were brought to our sawmill and will eventually become lumber for use in various projects. All firewood was cut and stacked which will be used for heat at the mill and the soft wood and tops were ground to mulch, which will be used for slope stabilization. Nothing will go to waste.

A very wet spring and summer prevented us from accomplishing the amount of work that was planned, but we still were able to get a lot done. During the construction season we were able to establish the new road to rough grade, install 14 drainage structures over 2000 feet of 12-inch pipe and move over 40,000 cubic yards of earth. Along with this, a retention pond was built and a 300-foot stone wall was installed. All work to date has been done by highway employees using town equipment. Rough estimates for the cost of this project, if it were to be done under contract, would exceed one million dollars. At the present time it looks as if we will be able to complete this project for approximately 25% of this. Although due to our many other commitments and lack of modern specialized equipment, this work will take longer than some people anticipated.

In addition to the aforementioned projects, highway employees begin duties for parks and recreation fields in early April. This includes preparation of all ball fields for spring practice and league play, grooming and mowing of all grass, clean up at Spec Pond, complete lining of football and soccer fields, and many various construction projects ordered by the recreation department.

In an effort to save money, this year Highway Division did all the preparation and follow-up work normally done under the paving contract. We saw cut many driveways on the streets that were to be reclaimed, loamed and seeded, all tree belts backfilled, all berms and preformed general cleanup.

During the course of the year highway personnel responded to over 100 after-hours calls from police for various emergencies such as downed trees, oil spills after accidents, broken stop signs, street flooding, icing, and the pickup of large dead animals. We also patched an uncountable number of potholes, investigated or resolved hundreds of citizen complaints, painted cross walks and school-ahead roadway markings, replaced numerous street signs, installed signs and warnings at the direction of the selectmen, police and town administrator.

Highway has a large number of vehicles and special type equipment all of which are maintained by two men that are assigned to our garage. These men work full time year round in the garage welding, fabricating, rebuilding engines and performing routine maintenance. It is a rare occurrence that we send any work out to be done. The ability to do most repairs in house not only saves a lot of money, it enables us to operate older equipment and keep it in safe operating condition.

Wilbraham is fortunate to have such a diverse and well-equipped Highway Division and as the town grows, a lot of support should be given to this department in order that we may catch up on overdue road repairs and stay current with modern technology.

The following is a list of roads paved under contract during the fall of 2003.

Road	Location	Description of work
Delmor Avenue	All	Reclaim & Pavement
Devonshire Drive	All	Reclaim & Pavement
Glendale/Monson Rd	500' towards Hampden	Drainage, Reclaim & Pavement
Highmoor Drive	All	Drainage, Reclaim & Pavement
Ruth Drive	The brook to Soule Road	Reclaim & Pavement
Sunset Rock	All	Drainage, Reclaim & Pavement
Monson Road	Glendale to Beebe	Drainage, Milling & Pavement
Tinkham Road	Main to Town line	Drainage, Milling, Pavement and sidewalk work
Mountain Road	By Danforth	Drainage & Resurface
Springfield Street	By Ridgewood	Resurface
Stony Hill Road	Stirling to Manor	Concrete sidewalks
Stony Hill Road	By golf course	Resurface
Stony Hill Road	By middle school	Resurface

The year 2003 also marked the completion of the Springfield Street/Faculty Street project. Baltazar Construction Company supervised by Massachusetts Highway Department completed the installation of two miles of concrete sidewalk, upgraded drainage, realignment of Faculty Street and Springfield Street intersection, new traffic lights with widening at Springfield Street and Stony Hill Road, and resurfacing during the summer of 2003. A lot of time and effort was put into this project.

The following is a list of employees that work in the Highway Department. All of them receive my personal thanks for a job well done this past year.

Employees

Frank Shea, Superintendent
Lionel Duquette, Foreman
Rick Searles
John Garland
Dennis Dumais
Mitchell Opalinski
Kevin LaPlante
Timothy Grise
Jeff Lewis
Michael Lowe
Douglas Cutler
Thomas Tassinari
Scott Loncrini
Paul Maguire

WASTEWATER DIVISION

The Wastewater Division is responsible for the operation and maintenance of eight pumping stations and approximately 24 miles of sewer lines. This year the Wastewater Division had several significant improvements to three pumping stations. The Cottage Avenue upgrade and renovations as described was the removal of deteriorated piping, valves, pumps, moors, shafts, controls, motor starters, and electrical wiring. The two pumps were placed with Flygt 25-horsepower 60-volt submersible pumps in the dry well. This type of technology is relatively new; the reason being is if the dry well floods, the pumps can still operate under water. Allen Bradley solid-state soft starters were installed; this allows the pumps to ramp up at a slower speed to prevent wear. The cost associated to the project was $70,000.00. The other improvements were the River Road pump station and Boston Road station. The Comminutors were placed with new sewage channel grinder pumps. The channel grinder pumps are located in the channel just before the pumps and designed to grind all metals into small particles before entering the pumps; this extends the life of the pumps, as well as eliminating blocks inside the impellers. The cost of the grinder pumps was $57,600.00. We also purchased a special meter reader in order to read the orchard section of Town.

The Wastewater Division pumped a total of 203,720,300 gallons of sewage to Bondi's Island for treatment last year. This is an increase of 94,610,700 over the previous year. Infiltration is a problem that the department is always trying to eliminate, which is clean water that is unnecessarily treated. Sump pumps, down spouts, or roof drains, that are connected to the sanitary sewer system are contributing to the increased flow, which will increase sewer bills for the customer.

The Wastewater Division is supervised by Ronald Lavoie, Assistant D.P.W. Director and two full-time employees. The employees are required to attend wastewater classes during the year to maintain their wastewater license keeping abreast of the changes in the industry. The daily duties of the employees include: The inspection of all pumping stations, recording lows, cleaning main sewer lines, repairing pumps, sampling wastewater, reading meters, adding chemicals, responding to alarms, and repairing sewer breaks. These are just a few of the duties performed by the employees.

The Wastewater Division has a Sewer Advisory Board that meets once a month to discuss matters pertaining to the department. The board members vote on issues and make recommendations pertaining to the department. Their time and effort is greatly appreciated.

Advisory Board
Ruly Zachary, Chairman
James Dowd
Joseph Kakley
Kelvin Kwong
Glenn Zenor

Employees
Ronald Lavoie, Assistant D.P.W. Director
Richard Zamora, Technician
Bruce Strong

WATER DEPARTMENT

During 2003, the list of duties performed by the Water Division personnel under the supervision of Michael Framarin, Water Superintendent, included, but was not limited to: six water breaks repaired, 16 new water service installations, the replacement of two fire hydrants that were destroyed when hit by out-of-control vehicles, over 70 main line gate valves were cleaned and checked for operation and exercised, 251 work orders of various tasks were accomplished, 82 testable backflow prevention devices were tested at least once per Mass. D.E.P. regulation, over 260 water samples were taken for water quality analysis and over 3243 meters were read during March and then again in September. The four water booster stations were maintained and minor mechanical problems repaired as needed. Total water usage in 2003 was 405,824,000 gallons, approximately 96.7% of the past ten years average water consumption of 419,507,800 gallons per year.

The record cold weather of January and February 2003 resulted in a record number of frozen water pipes and water meters. During the winter 2002/2003, the Water Division responded to 27 freeze-up calls that were a direct result of the weather. In his 19 years with the Water Division, Superintendent Michael Framarin had never seen a winter with more than 15 freeze-up calls, until this past winter.

This past year, the Board of Water Commissioners continued to pursue an additional water source to augment our water supply from the Quabbin Reservoir, owned and operated by the Massachusetts Water Resources Authority (MWRA). One site in Wilbraham showed some potential during 2002, but after additional drilling in May 2003,

the new water quality data was not promising and the site proved to be not suitable. Currently, the Water Commissioners have exhausted their well development plans and are looking to potential emergency connections with Springfield Water as part of the MWRA's Pipeline Redundancy Project.

On Pidgeon Drive, the Water Division is installing a water main from Ruth Drive to Main Street. Water service laterals for every house on Pidgeon Drive will also be provided. To date, 350 feet of eight-inch ductile iron pipe has been installed for this project. All work has and will be accomplished by using Water Division personnel and shared DPW equipment, which translates into considerable savings. Due to current budget restrictions, work on this project will proceed, as funds are available.

On Woodsley Drive, the Water Division replaced 12 water service saddles that had been installed on the eight-inch water main, as part of the original development in 1987. The original iron saddles had corroded badly and had been a source of two water breaks during 2002. The new saddles are stainless steel and should last indefinitely. Completion of this project was given a top priority and was completed by October 15, 2003.

The Wilbraham Water Division placed **first** again in the Commonwealth of Massachusetts Department of Environmental Protection (DEP) Public Water System (PWS) Awards Program for 2003. This was the Water Division's third consecutive year of being awarded the top spot. Second and third place went to the Agawam and Beverly Water Departments, respectively. Our award category is for consecutive water systems, which is defined as systems that purchase their water from another source. The Massachusetts DEP regulates, evaluates, and scores all PWS's in the Commonwealth each year. Scoring is based on a points system that is determined by compliance with drinking water regulations such as: water quality, water distribution and treatment issues, adhering to the DEP sampling schedule, and documentation. Each PWS score is then ranked in a category classification for the PWS Award Program. There are 54 water systems in our category and Wilbraham has been rated in the top three spots for nine consecutive years, as previously the Water Division had placed second or third for six years in a row. Local municipal water systems in our category include Agawam, Chicopee, East Longmeadow, Longmeadow and South Hadley.

Board of Water Commissioners
Zigmund Peret, Chairman
William Baldwin
Albert Kirk

Employees
Mike Framarin, Water Superintendent
Anthony Garceau
Bob Gibson
Kevin Shaw
Bill Turnberg
Paul Willoughby

LANDFILL/SOLID WASTE DIVISION

The solid waste activities at the landfill site are supervised by Ron Lavoie and supported by two full-time employees. The landfill was active until 1995 and was served and supported by the entire Town of Wilbraham. Although the landfill has been closed and capped for seven years, groundwater monitoring, perimeter gas point monitoring, site inspections, and associated reports are completed by the Engineering Division and the town's consultant, Tighe & Bond throughout the year as part of the mandatory post closure regulations set by the Department of Environmental Protection.

The landfill property is currently permitted as a Disposal and Recycling Center (DRC) as well as a composting site. User fees collected for the DRC are used to pay a private hauler to transport the solid waste from the transfer station to ECO/Springfield, in Agawam, where it is burned to make electricity. User fees are also used to pay for the hauling and disposal of various recyclables. Until recently recycling grants were available to reduce the cost of recycling to the users. Recent economic hardships have reduced the amount of funds available for recycling grants.

Wilbraham residents have the option of purchasing a yearly landfill sticker to use the facility, or paying a private hauler to provide curbside pick-up. Private haulers are not permitted to use the Wilbraham transfer station and are encouraged to utilize ECO/Springfield. This year, 1878 tons of municipal solid waste (msw) was collected in at the DRC and transported to ECO/Springfield.

On a regular basis landfill personnel clean up the disposal area, maintain the landscaping around the dog pound, maintain the composting piles, and monitor the disposal area to confirm that all residents have a sticker on their vehicle and a sticker on each trash bag.

Throughout the year, landfill and highway personnel mowed the landfill cap routinely, cleaned the retention basin, cleaned surrounding drainage swales, and cut brush around the perimeter of the entire facility. In addition, they chipped brush, and screened compost to make loam for town use. Approximately $20,000 worth of loam was donated to the Recreation Department for the new playing field at Spec Pond.

The DRC operating Hours are as follows:

Winter (September 1 – April 30)	
Monday	Closed
Tuesday	7:30 a.m. – 3:00 p.m.
Wednesday	7:30 a.m. – 3:00 p.m.
Thursday	Closed
Friday	7:30 a.m. – 3:00 p.m.
Saturday	7:30 a.m. – 3:00 p.m.
Sunday	Closed

Summer (May 1 – August 31)	
Monday	Closed
Tuesday	7:30 a.m. – 3:00 p.m.
Wednesday	12:00 p.m. – 7:30 p.m.
Thursday	Closed
Friday	7:30 a.m. – 3:00 p.m.
Saturday	7:30 a.m. – 3:00 p.m.
Sunday	Closed

** Extended hours the first two Saturdays in May (7:30 a.m. – 5:00 p.m.) and the first two Saturdays in November (7:30 a.m. – 5:00 p.m.).

ENGINEERING DIVISION

The Engineering Division serves as a liaison for the residents between DPW, town departments, town organizations, state and federal agencies, and other municipalities. Engineering also provides support for DPW-related activities within the town including but not limited to construction, drainage problems, potholes, water/sewer billing, septic systems, driveways permits, traffic-related signage concerns, road damage, potable water issues, trash disposal, public sewer problems, snow removal, roadside mowing, field maintenance, sidewalks, traffic, and town maps (GIS). The following is a list of some of the daily business activities completed by the Division:

Drainlayers' (Sewer Installers') Licenses	10
Pavement Cut/Driveway Permits and Inspections	65
Residential Inquiries Reported and Investigated	4000
Sanitary Sewer Connection Permits and Inspections	9
Septage Haulers' Licenses	2
Septic System Installers' Licenses	35
Water Installers' Licenses	7
Water and Sewer Semi-Annual Bills	3400
Backflow Bills	22

Throughout the year the Engineering Division also worked on additional projects summarized below.

- Prepared and monitored DPW budgets.
- Reviewed subdivision plans, performed routine construction inspections and adjusted performance bonds for developers as work completed.
- Reviewed site plans for Board of Appeals, Conservation Commission and Planning Board.
- Assisted in amending Subdivision Regulations.
- Worked on new Federal Phase II Stormwater permit requirements.
- Prepared bid documents and monitored all activities involving annual road resurfacing and related work.
- Prepared bid documents for guardrail on Maynard Road.
- Prepared bid documents for highway materials.
- Prepared bid documents for a wastewater generator and muffin monster.
- Worked with PVPC to maintain the regional pavement management database.
- Continued to develop the GIS for water, wastewater and stormwater and wetlands.
- Completed maps for Open Space and Recreation Plan Committee.
- Prepared Mass. Chapter 90 reimbursement packages for completed engineering and road construction projects.
- Assisted Title V Inspector with septic system inspections and filing procedures.

•Continued design and construction of Maynard Road Relocation Project.
•Served as a member of the Joint Transportation Committee of the Pioneer Valley Planning Commission which is responsible for reviewing and prioritizing projects eligible for federal and state funding.
•Served as a member of the Transportation Improvement Project Sub-committee which provides research support to the JTC.
•Continued coordination of Red Bridge Road bridge and Cottage Avenue bridge design.
•Addressed various issues regarding Springfield/Faculty Streets Reconstruction Project.
•Coordinated work efforts to promote funding for traffic-related improvements to Boston Road and Spec Pond.
•Served as a member of the Local Emergency Planning Commission (LEPC).
•Served as a director of Tri-County Highway Superintendents Association, which keeps cities and towns informed on current state and federal highway issues ranging from funding to law changes.
•Attended weekly selectmen's meetings.
•Worked with Tighe & Bond to renew the Transfer Station Authorization to Operate permit.
•Performed landfill/transfer station inspections, gas and groundwater monitoring, and prepared mandatory environmental reports with assistance from Tighe & Bond (town consultant) to remain in compliance with landfill closure requirements established by DEP.
•Prepared annual solid waste/recycling reports for DEP.
•Provided oversight for recycling grant expenditures provided to the town.
•Maintained office files.
•Coordinated Landfill and Engineering Division expenditures.
•Completed semi-annual water/wastewater billing.
•Inspected new wastewater connections and driveway installations.
•Surveyed and designed expansion to Mile Tree School parking lot.
•Attended monthly meetings with Sewer Advisory Board.
•Attended Massachusetts Water Resource Authority (MWRA) meetings.
•Served as a member of Chicopee Valley Aqueduct (CVA) Working Group, which organizes projects for the CVA.
•Coordinated and supervised DPW projects for Minnechaug HS student internships.
•Prepared for and attended Capital Planning Committee, Finance Committee, department directors and financial staff meetings.
•Inspected the construction at Kensington Estates and Bridle Path Estates subdivisions.

Employees
Tonya L. Basch, P.E. Assistant Town Engineer
Donna Daviau, Administrative Assistant
Krystine Viess, Administrative Assistant

In conclusion, the Department of Public Works wants to recognize all the residents that contribute unselfishly their time to help our department succeed. Their input helps us to do a better job.

Edmond W. Miga, Jr., P.E.
DPW Director/Town Engineer

Recycling Coordinator

In spite of the state's financial cuts in recycling programs, Wilbraham expanded opportunities for its residents to recycle responsibly. A freon collection was initiated which takes air conditions, dehumidifies and small dorm-size refrigerators for a fee. Hands Across the Water positioned a large freight container for book. These all helped Wilbraham to continue to be a leaders in the recycling field in western Massachusetts.

An Earth Day festival was held May 17, 2003 at the Disposal and Recycling Center (DRC) on Boston Road. With the continued support of the Solid Waste Advisory Committee (SWAC), donations were solicited from local merchants which helped defray the costs associated with the day. Various Wilbraham groups participated including the Lions Club (collecting eyeglasses), Junior Women's Club (collecting printer ink cartridges), scouts (giving residents blue spruce seedlings) and Fleet Bank (balloons for children). The Wilbraham Department of Public Works (DPW) provided a heavy equipment driver to lift items into the roll-off containers. Three options were offered to residents: Goodwill Industries, ReStore, and Waste Management roll-off (at a fee-per-unit for disposal).

The paint shed was again available to residents from April through October. With the state certification of Richard Vierthaler, DRC attendant, the drop-off times were expanded. Pre-registration is still advisable (screening eliminated unwanted materials and hazardous waste). Four "Gaylords" (4' x 4' x 4') of cardboard boxes, two latex paint and two oil-based paint and paint-related products were picked up by Clean Harbors for responsible disposal. Many residents took home cans of paint for reuse and this was made infinitely easier with the shelving that was installed to display unopened and the more desirable cans of paint and stain.

On Saturday September 12, 2003, we again had a regional residential household hazardous waste day with seven communities participating: East Longmeadow, Longmeadow, Hampden, Ludlow, Wilbraham, and Palmer. One community – Chicopee – utilized a reciprocal agreement which means when it has a hazardous waste day other towns will be allowed to send materials to Chicopee. The weather was wonderful and Palmer residents who were attending for the first time had the largest number of participants. We continued propane tank collection and even had a separate line for

easy and quick access for those cars that only brought tanks. Pre-registration was required in order to consolidate loads and screen unwanted items, thus lowering the costs to the towns.

The redeemable container collection (deposit bottles and cans) was transferred to BSA Pack 177 out of the United Church. This project is rotated among local charities. A request was received and the intent was for the monies to be used by the scouts to purchase needed equipment.

The sixth annual "Earth Week Clean Up Day" was again held on a Saturday in April. A scout troop worked cleaning up the Hollow Road area. The work involved picking up trash in the surrounding woods and residential street. Several pick-up trucks of disposal trash were brought to the transfer station on Boston Road and some bags of recyclables. The volunteers were very pleased with the results of their hard work and related the volumes collected. Their efforts were most appreciated and an annual commitment has been established for the scouts.

The cathode ray tube (CRT), televisions, and computer monitors roll-off box collection continued to be utilized by Wilbraham residents. The six sticker-per-item fee was raised to $6.00 on September 1st, when the per-bag-sticker cost became $1.00. This fee is considered relatively low based on surrounding communities' charges. We send off the box for responsible recycling to our vendor as soon as it is determined that the container is full.

Due to the state's fiscal status, several of Wilbraham's recycling grants remain unfunded. The Massachusetts Recycling Incentive Program (MRIP), which encouraged new levels of development in the recycling field, was put on hold for FY 2003. The equipment grants were also cut back to bare bones with only a few communities receiving any monies. Next year does not look much better, but, hopefully, some funding will again come our way.

As a member of the Springfield Materials Recycling Facility Advisory Board, representing medium-sized towns in Hampden County, I now chair a combined committee (Project and Education). We continue to publish the "Recycling Box News," and oversee and award mini-grants to western Massachusetts communities which have applied and qualified. We also plan to promote recycling programs through increased publicity.

This past year, as a member of the MAB board I participated in a long-range planning committee to study the details relating to renewal of the contract between the Commonwealth of Massachusetts, the towns that signed the previous contract, and the Springfield Materials Recycling Facility. The work was extensive and each member researched different aspects of the contract. A positive relationship with the people at the Department of Environmental Protection is making the process go forward smoothly.

This coming year will be a challenge in the recycling field. With the support and interest of the Solid Waste Advisory Committee, the attendants at the Disposal and Recycling Center, and the residents of Wilbraham we again will have a growth year in recycling.

Marna Huber
Recycling Coordinator

Board of Water Commissioners

The Wilbraham Water Board of Water Commissioners maintained governance of the Wilbraham Water Department and the delivery of reliable, high quality, and cost effective water to the Town of Wilbraham and its customers.

The Water Division enterprise is fully funded by the rates assessed to water users. No Town tax dollars are involved in its operation or budget. The Water Division presently has a single water source, which is under the auspices of the Massachusetts Water Resource Authority (MWRA) and supplies the entire Town's delivered water. The water originates at the Quabbin Reservoir and is piped to Wilbraham via the Chicopee Valley Aqueduct (CVA). The Town is past the halfway mark into the 10-year contract with the MWRA, which expires in year 2007. The contract was negotiated with special CVA rates, which continue to prove favorable for Wilbraham's water users.

A Water Commissioner vacancy developed with the change in residency of Bill Baldwin. Leland Miner, a former Board Member, was elected to a one-year term to fill the vacancy. The Board was also fortunate to have the continued service of Albert Kirk with 24 years of service and experience.

The Board continued its efforts to identify additional water supply sources for the dual purposes of developing an emergency backup and as a way to mitigate concerns associated with having a single supplier. The most promising well sites were explored within the town and associated water tests completed in July. The feasibility of those sites along with current economic conditions and plans by the MWRA for water redundancy projects led the Board to conclude the present phase of water search efforts. Search efforts may be resumed when and if conditions warrant.

Budget concerns occupied the Board's agenda throughout the year more so than usual. The prospect of increased MWRA rates at the beginning of the year was cause for concern. Additionally, a wetter than normal summer caused water usage to be well below past annual averages. As a result, water rates were increased. Wilbraham's rates however, still remain below the MWRA average.

Finally the Board of Water Commissioners express its appreciation for the hard work, conscientious efforts and a job well down by the Town office support staff, Water Department Employees, Water Superintendent Michael Framarin and the Department of Public Works Director, Edmond W. Miga, Jr. Their efforts resulted in the Wilbraham Water Department again placing first in the award program conducted by the Department of Environmental Protection.

Zigmund A. Peret, Chairman
Albert E. Kirk
Leland P. Miner

Tree Warden

The tree care program during 2003 was concentrated on the removal of many dead and hazardous trees. More tree complaints were made by residents than any other year in memory. All of these complaints were addressed. Outside contractors removed 49 trees with major dead wood removed from 29 trees, as well as lower limbs.

Storm damage resulted in the removal of 15 additional trees, as well as many broken limbs. IN the fall, eight maples were planted on our tree belts due to the generosity of the Wilbraham Women's Club and its tree remembrance program.

Gordon R. Long, Tree Warden

Pest Control

The pest control program in Wilbraham is concerned with the control of various insect and plant pests, such as Dutch elm disease, poison ivy, gypsy moths, tent caterpillars, and other insects that attack our trees. The Pest Control Officer is responsible for the suppression of these pests on town-owned property and is under the jurisdiction of the Department of Environment Protection (DEP) of the Commonwealth of Massachusetts (specifically MGL Chapter 132, Section 13). The program in Wilbraham is under funded, but does represent a window from the town to the DEP.

In 2003, we removed nine diseased elm trees. Poison ivy control was continued where ever plant concentration was heavy. Mosquito control was accomplished by residents using B.t.i briquettes for larvicide control, made available free to residents.

Gordon R. Long, Pest Control Officer

Police Department

During the year 2003 the personal aspect of our policing was in flux being impacted by the retirement of two officers, a hiring freeze for funded positions, budget planning that incorporated the hiring freeze and the potential reduction of three patrol officer positions from fiscal year 03. A community supported proposition 2 ½ override restored two of these positions. In spite of the instability, the team we have assembled between the Police Department and the Dispatch Department responded to 14, 339 call incidents. These calls led to 1,055 investigative reports, 727 arrest reports and the custodial holding of 250 arrestees. Please examine the complete statistical report that follows.

In February, Patrolman Lawrence W. Henault retired. "Larry" began his career as a Police Officer in Wilbraham on February 22, 1975 after 4 ½ years with the Connecticut Department of Corrections and 3 years of military service with the U.S. Army. Larry provided 28 years of dedicated service quietly helping anyone in need. In September, Patrolman Kenneth J. Konopka retired. Prior to his service to the Town of Wilbraham, he served two years with the U.S. Army. From January 21, 1974 through September 21, 2003, "Kenny" was profoundly present "policing" the community. Each officer contributed greatly to the services the department provides.

Our community policing effort continued with the excellence of the D.A.R.E. program directed by Officer Dennis LaPlante, with part-time assistance from officer's Robert Zollo and Daniel Menard the School Resource Officer. Daniel Menard has become an integral part of the school community at the high school. Officer's Mark Paradis and Peter Laviolette conduct "Rape Aggression Defense" training for all ages.

We are now closing out federal and state grants that initiated our technology improvements and community policing programs. We continue to seek other support for these programs that have added so much to our service efforts. The loss of the town's grant administrator has impacted these efforts.

The combination of **"911"** and the computer information system has allowed for great efficiency in the call processing by the police and dispatch departments. During this year, call incidents increased by 8 % to 14,399. Operating under the influence enforcement continues to be a high priority with 47 arrests, and motor vehicle violation enforcement has increased by 20.8%. The overall FBI Crime Index rate decreased 9.5%, the clearance rate was the same at 28.7%.

I have received positive feedback from our residents regarding our visibility in the community and traffic law enforcement program. Also positive is the fact that even in challenging economic times, the Finance Committee and the Board of Selectmen are most deliberate in seeing that the department has the financial support to maintain services.

Crime and the fear it fosters have a continuing presence in our lives. The officers of the Wilbraham Police Department are committed to reducing both. The public's involvement is most welcome as we work to see that Wilbraham is a great town to live, work and go to school in.

I. CRIMINAL COURT COMPLAINTS

PRIMARY ARRESTING OFFENSE

RAPE	2
ROBBERTY	0
ASSAULT AGGRAVATED	6
ASSAULT SIMPLE	18
INTIMIDATION	2
ARSON	0
RESTRAINING ORDER VIOLATION	0
BURGLARY/BREAK & ENTER	2
SHOPLIFTING	2
THEFT FROM BUILDING	7
THEFT FROM MOTOR VEHICLE	3
ALL OTHER LARCENY	7
MOTOR VEHICLE THEFT	10
FALSE PRETENSES/SWINDLE	12
EMBEZZLEMENT	1
STOLEN PROPERTY OFFENSES	12
VANDALISM	8
DRUG/NARCOTIC VIOLATION	49
WEAPON VIOLATION	1
BAD CHECKS	3
DISORDERLY CONDUCT	7
DRIVING UNDER THE INFLUENCE	47
PROTECTIVE CUSTODY	20
FAMILY OFFENSE/NON-VIOLENT	0
LIQUOR LAW VIOLATION	31
RUNAWAY	5
TRESPASS OF REAL PROPERTY	4
ALL OTHER OFFENSES	125
TRAFFIC/BY-LAW	343
TOTAL	**727**

II. PERSONS ARRESTED OR CHARGED OFFENSE TYPE

A. Criminal	340
B. Motor Vehicle	366
C. Protective Custody	21
TOTAL	**727**

III. PERSONS ARRESTED OR CHARGED BY AGE

A. Adults	687
B. Juvenile	40
TOTAL	**727**

IV. PERSONS ARRESTED OR CHARGED BY OFFENSE TYPE/AGE

A. **Criminal**	
Adults	304
Juvenile	36
B. **Motor Vehicle**	
Adults	361
Juvenile	5
C. **Protective Custody**	
Adults	20
Juvenile	1
TOTAL	**727**

V. PERSONS ARRESTED OR CHARGED BY SEX

A. **Adults Charged**	
Male	550
Female	115
B. **Juvenile**	
Male	30
Female	11
C. **Adults placed in protective custody**	
Male	15
Female	7
D. **Juveniles placed in protective custody**	
Male	1
Female	0
TOTAL	**727**

VI. PERSONS INCARCERATED BY AGE/SEX

A. **Adults**	
Males	192
Females	38
B. **Juveniles**	
Males	14
Females	6
TOTAL	**250**

VI. UNIFORM TRAFFIC OFFENSES

	civil	warning
Violate RMV Rules & Reg	47	20
Stop sign/Red lens violations	70	73
No right turn on red	0	0
Improper pass/Marked lanes	55	40
Seatbelt	67	18
Child restraint	9	2
Passing school bus	0	1
Speeding	364	616
Fail inspect MV	194	149
Defective equipment	94	181
Unregistered MV	8	1
No license/Reg in possession	28	31
All other moving violations	46	27
Recreational vehicle violation	35	0
TOTAL	**1017**	**1159**

VII. MOTOR VEHICLE VIOLATIONS BY TYPE

A. Uniform Traffic Citations	1017
B. Warnings	1159
C. Parking Violations	84
TOTAL	**2260**

VIII. UNIFORM CRIME REPORT (FBI CRIME INDEX OFFENSES)

Forcible Rape	7
Robbery	0
Assaults	107
Burglary	36
Larceny-Theft	178
Motor Vehicle Theft	15
Arson	0
TOTAL	**343**

IX. BURGLARY BREAKDOWN

Forced Entry	27
Unlawful Entry	4
Attempted Forced Entry	5
TOTAL	**36**

X. LARCENY BREAKDOWN

Larceny over $ 250	68
Larceny between $50 & $200	40
Larceny less then $ 50	70
TOTAL	**178**

XI. VEHICLE ACCIDENTS

Fatal Accidents	0
Personal Injury Accidents	67
Property Damage Accidents	265
Hit & Run Accidents	22
TOTAL	**354**

XIII. PERSONS INJURED IN M/V ACCIDENTS

Persons Killed	0
Persons Injured	111
TOTAL	**111**

XII. OTHER ACTIVITY PUBLIC LOG

Call Incidents	14339
Call Incidents needing further invest	1055
Alarms investigated	948
Lost/Missing Persons	23
Suspicious Persons/Activity	1326
Deaths Investigated	6
Complaints/Obscene/Harassing Phone Calls	37
Towed M.V.'s	511
Domestic Disturbances	104
Vandalism	160
Unsecured buildings	34

XIII. STOLEN PROPERTY BREAKDOWN

There was a total of $ 12,781.00 taken in breaks into homes.
There was a total of $ 34,366.00 taken in breaks into businesses.
There was a total of $ 98,244.00 taken in larcenies.
There was a total of $ 94.200.00 taken in motor vehicle thefts.
There was a total of $ 0 taken in robberies.
There was a grand total of $ 239,571.00 in property stolen in town in 2003.

XIV. RECOVERED PROPERTY

There was a total of $ 82,724.00 in stolen property recovered.

XV. COURT ACTIVITY

A. Arraignments	
Adults	652
Juveniles	51
A. TOTAL	**703**
B. Pretrials	
Adults	764
Juveniles	43
B. TOTAL	**807**
C. Trials	
Adults	73
Juveniles	4
C. TOTAL	**77**
D. Hearings	588
Show Cause Civil	353
Show Cause Criminal	249
Grand Jury	10
Motions	24
Pretrial Conferences	807
D. TOTAL	**2031**

XVII. PERMITS ISSUED

Pistol Permits	307
F.I.D. Cards	41

XVIII. FEES COLLECTED

Pistol Permits	$ 13,150.00
F.I.D. Cards	$ 2,725.00
Video/Report Requests	$ 1,903.83
Dealer Permits	-0-
Fingerprint Cards	$ 5.00
Restitution Checks	$ 75.00
TOTAL	**$ 17,858.83**

STATISTICAL COMPARISON FOR UNIFORM CRIME REPORT-FBI CRIME INDEX

	2002	2003	% CHANGE
Criminal Homicide	0	0	-0-
Rapes	1	7	+600%
Robbery	3	0	-300%
Assault	95	107	+ 12.6%
Burglary/Resident & Business	37	36	- 2.7%
Larceny	215	178	- 17.2%
Auto Theft	24	15	- 37.5%
Arson	0	0	-0-
TOTAL	**379**	**343**	**-9.5%**

* change in state/federal reporting criteria

STATISTICAL COMPARISON FOR W.P.D. ACTIVITY INDEX

	2002	2003	% CHANGE
Call Incidents	13,277	14,339	+ 8.0%
Written Complaints	1127	1055	- 6.4%
Alarms Responded To	1124	948	- 15.7%
Protective Custody	16	21	+ 31.3%
Criminal Arrests	286	340	+ 19.6%
Vandalism	199	160	- 19.6%
Domestic Disturbance	97	104	+ 7.2%
Motor Vehicle Accidents- Fatal	0	0	0%
Motor Vehicle Accidents- Injury	83	67	- 19.3%
Property Damage	296	265	- 10.5%
Motor Vehicle Accidents- Total	362	354	- 24.1%
Hit & Run Accidents	29	22	- 2.2%

MOTOR VEHICLE VIOLATIONS CITED

	2002	2003	% CHANGE
Civil	896	1017	+ 13.5%
Warnings	921	1159	+ 25.8%
Arrest MV	288	366	+ 27.1%
TOTAL	**2391**	**2542**	**+ 20.8%**

UNIFORM CRIME REPORTING CLEARANCE RATES

	2002	2003
First 6 Months	32.4%	26.2%
Second 6 Months	25.2%	30.1%
TOTAL YEAR	**28.7%**	**28.7%**

Department Roster

Chief	Allen M. Stratton
Captains	Roger W. Tucker
	Raymond J. Kallaugher
Sergeants	Gary J. Pabis
	Mark J. Krynicki
	Daniel E. Carr
	Glen R. Clark
	Timothy Kane, Jr
Patrol Officers	Kenneth Konopka - Retired 9-21-03
	Lawrence W. Henault - Retired 2-22-03
	James H. Pirog
	Donald R. Bouchard - Detective
	John P. Siniscalchi - Court Officer
	Dennis J. LaPlante - DARE Officer
	Mark A. Paradis
	Peter O. Laviolette
	Lawrence H. Rich III
	Thomas P. Korzec
	Robert G. Zollo
	Harold R. Swift

	Clifton M. Graves
	Christian A. Letendre
	Camille Tucker
	Daniel E. Menard
	Shawn B. Baldwin
	Matthew F. Markiewicz
	Christopher J. Doyle
	Jeffrey R. Rudinski
	Edward C. Lennon
Administrative Assistant	Lisa M. Corriveau
Matrons	Lisa M. Corriveau
	Nancy Kober-Frappier
	Linda Ely
	Gail Gethins
	Lucy Wood
Cell Attendants	Tom Cortis
	Douglas Lambert
	Mark Duclos
	David Goodrich
	Gary Saccomani
	Anthony Gentile
	Dominick Corsetti

Fire Department

The year 2003 has had a great impact on all of us at the Wilbraham Fire Department. Multiple emergency responses simultaneously are more frequent than ever before. Emergency crews are being stretched to their limit to meet the increasing demands of the town. The department is working with town officials and hopefully an increase in staffing levels will be met in the near future.

Due to the weak economy, one firefighter position was shifted from general fund to ambulance revenues, which prevented lay-offs during these difficult times.

A significant impact to department staffing was the resignation of our chief, Kenneth R. Willette. After twenty- six years of service to this community, Ken accepted a position as Fire Chief with the Concord Fire Department. Ken was very instrumental in bringing many positive changes to this department. He will be greatly missed by all members.

Due to increased requirements, Dr. Larry Robbins has resigned after many years of valuable service as the Medical Director for the department. He will however continue

as an active member of the Ambulance Oversight Committee. Thank you Larry for all your hard work and support to all the members of this department.

The Wilbraham Fire Department suffered a great loss in October with the passing of Retired Lieutenant Joe "Jake" Morris. Joe was a Firefighter with the Wilbraham Fire Department from June 1968 until he retired in January 1979. Joe was a charter member of Local 1847, Uniformed Firefighters of Wilbraham. Also, a firefighter in the City of Boston with Ladder Company 11 from January 1948 until July 1957. He served in the United States Marine Corps during WWII as a member of the famed 11th regiment of the First Marine Division during the Guadalcanal and Cape Gloster Campaigns and later as a member of the 3rd Marine Division in Guam. All will sadly miss him.

The Wilbraham Fire Department would like to acknowledge Robert Hassett, a volunteer, who has been instrumental in helping the department with grants. Bob has also worked on the Flood Management Program for the town. He has been involved with numerous projects which makes this department operate more effectively. He is such a great asset and I look forward in working with him in the future.

Lori Russell, owner of Thirty Somthin', generously donated $28,000.00 to the department in memory of her husband Edward Russell. This donation was dedicated to purchasing defibrillators for local community organizations. The department and community are deeply grateful for this very thoughtful donation.

The Fire and Life Safety (SAFE) program continues to thrive each year. In fact, we have increased our education to the public by 40% from 2002. Five educators, in conjunction with the members of the fire department, continue to reach students from preschool to 12th grade with various fire and life safety programs. We also continue to offer a wide variety of programs to the residents and businesses of the community. We encourage any resident, teacher or outside organization to call the Fire and Life Safety Educators for these programs we offer or those that we can create to meet your needs.

I would like to take this opportunity to acknowledge the efforts of the firefighters and the Call Firefighter's Association for their efforts in meeting the needs of the community. The town can be proud of the department's dedication and focus on providing excellent emergency services with limited staffing. I am truly honored to work with each and every one of you. Also, it is a pleasure to work with the Board of Fire Commissioners and the Ambulance Oversight Committee. With your guidance, we can all look forward to a promising new year.

Francis Nothe, Acting Fire Chief

FIRE DEPARTMENT ACTIVITY

	2003	2002	2001	2000
Fire/Emergency Responses	562*	535	487	415
EMS/Emergency Responses	1235	1186	1188	1040
EMS/Medical Transports	1125	1060	916	751

* Note: $501,500 in property damage in 2003

S.A.F.E. ACTIVITY

Preschool	170 Children	"Learn Not to Burn Program" Seven-week program to educate 3- to 5-year olds on fire safety.
Schools	1500 Children	Various general fire, life safety and first aid instruction taught in conjunction with Health Education in the classroom.
Civic Organizations	100 Children	General fire safety and first aid information to fulfill scout badge requirements.
Community Programs	715 People	We offer many programs in our community from general fire safety in smoke detectors to creating Home Escape Plans. From visiting Neighborhood Block Parties to training employees in fire extinguishers. Plus CPR to AHA curriculum.

FIRE PREVENTION ACTIVITY

Inspections	741	**Meetings**	203
Permits Issued	1236 Amount Collected $12,600.00	**Assistance**	30
Fire Drills	27	**Smoke Black Powder**	2
Site Surveys	51	**21E Assessment**	1

Board of Fire Commissioners
Alton McDonald, Chairman
John Sampson
Gary Petzold

Fire Department Roster

Acting Fire Chief	Francis Nothe	EMT-D, Arson Investigator
Fire Inspector	Nick Yarmac	EMT-D, Cert. HazMat Tech.
Captains	Erv Laware	EMT-D
	Tom Laware	EMT-D

	Karl Nelson	EMT-D
	David Bourcier	EMT-I, SAFE Educator, Historian
Senior Privates	Richard Ramponi	EMT-D, Head Mechanic
	Scott Facey	EMT-D
	Peter Nothe	EMT-P, Commun. & Tech. Specialist
	Neal Johnson	EMT-D, Asst. Mechanic
Privates	Tom Shaw	EMT-I
	Russell Mitchell	EMT-D
	Glenn Trevallion	EMT-D, (EMT-I Student), Training Coordinator, Dive Team
	William Manseau	EMT-I, SAFE Educator
	Wendy Denning	EMT-I. SAFE Educator, Dive Team
	Dan Corliss	EMT-P
	William Sears	EMT-P, SAFE Educator, Dive Team
	Lisa Carney	EMT-P, SAFE Educator
	Paul Budaj	EMT-P
	Anthony Cerini	EMT-P, Emerg. Med. Services Coor.
	Joshua Mullen	EMT-P
	Dane George	EMT-I, (EMT-P Student)
Call Privates	Mark Haraysz	Senior Pvt.
	Richard Chase	EMT-D
	Richard Hatch	EMT-D, (EMT-I Student)
	Jason Martin	EMT-D
Auxiliary	Mark Haraysz Jr	EMT-D
Administrative Assistant	Lena McCaffrey	
Ambulance Billing Clerk	Ann Miller	

Central Dispatch

The personnel in Central Dispatch rely on their training and experience to provide the vital link between the public and the town's emergency services 24 hours a day, seven days a week. Central Dispatch is the primary answering point for the Town of Wilbraham's enhanced 9-1-1 system as well as the primary answering station for all the published emergency numbers for the town.

The Central Dispatch personnel have been trained, tested, and certified as Emergency Medical Dispatchers. This training enables dispatchers to provide pre-arrival medical instructions to callers with medical emergencies, in some cases starting life-saving procedures prior to the arrival of an ambulance.

Central Dispatch also serves as the town's 24-hour-a-day non-emergency information center, often being called upon to answer questions or pass on information pertaining to weather, school closing, road conditions, and other public concerns.

Tom Cortis, Supervisor
David Clark
Lisa Corriveau
Mark Duclos
Linda Ely
Linda Flood
Nancy Frappier
Anthony Gentile
Mark Ouimet
Shirley Rae
Kimberly Rasbeck

Board of Fire Commissioners

The Board of Fire Commissioners bid farewell to Fire Chief Kenneth Willette in 2003. We will sincerely miss the dedication and professionalism he has given the members of this Board and the Fire Department.

In an attempt to remedy the existing problems plaguing the small and deteriorating Fire Headquarters building $55,000.00 was appropriated to provide the department with a trailer "addition" and $35,000.00 was appropriated for repairs to the building.

The Board of Fire Commissioners realizes that the Town is dealing with difficult financial times, but whole-heartedly supports increasing Fire Department staffing levels to meet the demands for service.

Thanks to all staff members for their service and commitment to the Town of Wilbraham and its residents.

Alton McDonald, Chairman
John N. Sampson
Gary Petzold

Local Emergency Planning Committee

During 2003, the Local Emergency Planning Committee (LEPC) met five times. Along with receiving Tier II Chemical Inventory Reports from seven businesses in Wilbraham, the committee worked to improve sheltering capabilities for the community and exercised our readiness to respond to a chemical release or flooding situation.

Working with the town Recycling Coordinator Marna Huber, the committee members assisted in the town's annual Hazardous Waste Collection Day for residents. Thousands of pounds of hazardous waste and several hundred obsolete propane tanks were collected for disposal or safe recycling.

Assistant Emergency Manager Robert Hassett and Public Health Nurse Claudia Considine conducted basic classes in Incident Command and utilization of the National Pharmaceutical Stockpile for Wilbraham's nursing community.

November marked the departure of long time LEPC chairman, Chief Kenneth R. Willette, as he moved to his new duties as chief of the Concord, MA Fire Department. The committee deeply appreciates all the leadership, energy and professionalism Chief Willette contributed to Wilbraham LEPC during the past ten years.

This year marked the addition of two new members, Jonathan Murray, representing Western Recycling, and Bob Hassett, Assistant Emergency Manager.

Your Local Emergency Planning Committee draws upon the skills and talent of its 22 members to develop the most effective emergency response system possible for Wilbraham. Additional volunteers to assist in shelter staffing and support positions are always welcome. Please contact Fire Inspector Nick Yarmac or emergencyt manager Bob Hassett at 596-3122 if you are interested or would like to know more about the role of the Wilbraham LEPC.

Bob Hassett, LEPC Chairman and Assistant Emergency Manager

LEPC Members

Kenneth R. Willette, Fire Chief (to October)
Fran Nothe, Acting Fire Chief
Nick Yarmac, Chair
Allan M. Stratton, Police Chief
David W. Barry, Selectman
William J. Fogarty, Town Administrator
Edmond Miga, Director, DPW
Tom Cortis, Dispatch Supervisor
Dorothy Hooper, Director, Elder Affairs
Caroline Cunningham, Director, WPATV
Stoughton Smead, Conservation Comm.
Lorrie McCool, Health Agent
Ralph Guyer
Brad Pinney
Robert A. Ruszeck
Holly Jerdi, Friendly's Inc.
Robert Tensel, Regional Schools
Claudia Considine, R.N., Medical Advisor

EMERGENCY MANAGEMENT

This year the issue of homeland security has again dominated the focus of Wilbraham's emergency management activities. However, the nucleus of effort still remains concentrated to support planning and operations for winter storms and other natural events that impact the community.

In 2003 the town received a grant from the Massachusetts Emergency Management Agency (MEMA) to update its Comprehensive Emergency Management Plan (CEMP), which was completed in December. In addition, grant funding was used to purchase a laptop computer and printer to enable first responders to access the plan in the field during emergency situations. The plan update extensively reevaluated the risks in the community, placing emphasis on new threats requiring assessment in the post-9/11 era.

The town submitted the Flood Mitigation Plan to MEMA after a review by selectmen and feedback from the public. The initial review from Massachusetts Department of Environmental Management (DEM) has been positive and final acceptance by the Federal Emergency Management Agency hopefully may be a vehicle for future grant dollars to implement the plan's recommendations for local flood mitigation projects.

Two extensive needs assessment survey, on issued by the Massachusetts Department of Public Health and the other by the Massachusetts Executive Office of Public Safety were completed in October and November. The surveys provide an in-depth assessment of Wilbraham's capabilities to deal with the impacts of weapons of mass destruction (WMD) or large-scale hazardous materials incidents (HAZMAT) within the community. Hopefully current equipment and training needs identified for all departments will serve as a guide to direct grant monies to fill these requirements. Wilbraham was one of the few western Massachusetts communities to submit completed responses to the federally mandated surveys.

Emergency Management continued to encourage the use of full-scale exercises within the community to test and improve upon the town's emergency response capabilities. This year the fire and police participated in a HAZMAT exercise with Friendly Ice Cream Corp. and units from the Springfield Fire Department.

Wilbraham also cooperated with the National Weather Service's Regional Forecast Office in Taunton to host Skywarn training for communities throughout western Massachusetts. Skywarn training assists local emergency responders and weather spotters to network with the National Weather Service to help provide early warning and verification of severe weather phenomenon as it is occurring.

Emergency Management, along with the Department of Public Works, conducted a Dam Safety Inspection program for several small dams located with the town, identified by the DEM's Dam Safety Office. The inspection resulted in several dams, which have been intentionally breached in previous years, being removed from the list. DEM last inspected the dams in Wilbraham in 1945.

Wilbraham Emergency Management worked with Wilbraham Public Access Television to produced a series of videos to assist residents in dealing with a wide range of disaster impacts. "Making a Family Disaster Plan," "Making a Family Disaster Kit," "Sheltering In Place," "Sheltering In Place in Schools," and "Animals in Disaster" were just a few of the program titles. These half-hour presentations were focused on helping the community prepare to cope with the impacts of natural and man-made disasters and are serving as regional and statewide models for programs in other towns and cities throughout the Commonwealth.

The office of Emergency Management would like to offer it's deepest thanks and appreciation for the outstanding contributions, leadership, and achievement made by Chief Kenneth R. Willette over the past five years as Emergency Manager. During his tenure as director, the office expanded its horizons and missions to make Wilbraham a

much safer place to live and work. His drive and effort to enhance disaster preparedness in our town not only provided momentum for Wilbraham, but served as a catalyst for surrounding communities and the region.

I sincerely thank all the members of the Wilbraham Police Department and Fire Department and all the members of the emergency management team for their support and direct involvement in emergency planning; it has made Wilbraham a safer and more prepared community.

Robert J. Hassett,
Emergency Manager

Ambulance Oversight Committee

The year 2003 was a busy year for the Ambulance Oversight Committee and the staff of the Wilbraham Fire Department. It was also a year for some changes. Probably the biggest change was Chief Ken Willette left the Department after 26 years of service. Chief Willette was instrumental in bringing the service of the Department up to the Paramedic level. Captain Fran Nothe is currently filling that position as Acting Chief. We all want to express our deepest thanks to Chief Willette for his service and dedication.

Due to the increased requirements, Dr. Larry Robbins has resigned after many years of service as the Medical Director for the Department. He will however continue as an active member of the Ambulance Oversight Committee. Dr. Louis Durkin will be taking over that position.

Laurie Russell, owner of Thirty Somthin', generously donated $28,000.00 to the Department in memory of her husband Ed. This donation was dedicated to purchasing defibrillators for local community organizations. The Department and Community are deeply grateful for this very thoughtful donation.

Currently the Ambulance is supporting two full-time Firefighter positions. One Firefighter is currently pursuing a paramedic certification and one is pursuing an Intermediate certification.

In 2003 the Department responded to 1235 EMS calls, preformed 1125 actual transports. In addition, private company or mutual aid ambulances transported 52 patients. This was due to limited staffing and / or multiple emergency calls.

The Committee is regularly updated on the budget, income, Department projects and is provided with copies of the many thank you notes received. In addition, the Committee reviews any and all requests for abatements that are submitted. In short, these are

requests for consideration for adjustment or abatement on ambulance bills due to financial hardship.

The Ambulance Oversight Committee and the Fire Department form a very good working team, which enables the Department to continue to provide our Community with the outstanding service that it deserves.

Alan S. Peck, MD., Chairman
Larry Robbins, DO, Medical Director
Kenneth R. Willette, Fire Chief, ex officio member
Paula L. Chevrier, NP
Bradley W. Pinney
John T. Libel, Esq.

Building Department

The Building Department processes the building, gas, electrical, and plumbing permits for all types of construction within the town. This includes new construction and any additions, alterations, renovations, re-siding and/or re-roofing of your home or business. The Building Inspector is Lance Trevallion. Mr. Trevallion is in the Town Office Building on a full-time basis and available to answer any building or zoning questions.

Bernie Sears, Plumbing and Gas Inspector, completed inspections for a total of 394 permit applications in 2003. Dan Driscoll, Electrical Inspector, responded to 357 permit applications. Both the electrical and plumbing inspectors check in with the Building Department office at the end of each day for any inspections that have been requested. A permit is necessary for all plumbing, gas and electrical work.

This past year has been a very busy year for the Building Department. There has been quite a bit of new development along Boston Road and at the Woods of Wilbraham. A summary of building permits issued this past year is listed below.

Type of Permit	Number	Estimated Cost
New Single Family Dwellings	44	$ 9,173,750.00
Residential - Addition/Alterations	217	$ 3,820,338.00
New Commercial	8	$ 13,451,874.00
Commercial - Addition/Alterations	16	$ 5,377,451.00
Swimming Pools	37	$ 395,340.00
Garages	12	$ 311,100.00
Out Buildings	40	$ 120,112.00
Wood Burning Stoves	25	$ 35,450.00
Signs	19	$ 47,261.00
Repair Fire Damage	5	$ 235,000.00
Demolitions	8	$ 62,170.00
Yearly Totals	431	$ 33,029,846.00

Lance Trevallion, Building Inspector

Planning Board

The Planning Board is composed of five members elected to overlapping five-year terms and one associate member appointed to a one-year term. Members of the Planning Board proudly serve the community and receive no paid compensation.

The Planning Board is responsible for overseeing land use planning in the Town of Wilbraham. Working in close cooperation with the Planning Director and the Building Inspector/Zoning Enforcement Officer, the Planning Board studies the resources and needs of the town, particularly conditions affecting public welfare and safety related to land use and development. The Board develops the Master Plan and related processes to guide growth and make recommendations for the development of the town, with special attention to the proper housing of its inhabitants. The board also regulates the subdivision of land and the construction of new roadways; grants site plan approval and special permits for various land use proposals required by the town's Zoning By-law; and reviews all petitions for variances and other zoning matters filed with the Zoning Board of Appeals. The board also advises Town Meeting on local issues relating to development and has the primary responsibility for the writing of zoning by-laws, which must by approved by Town Meeting.

The year 2003 was another very active year for the Planning Board. The Planning Board met 21 times and held 20 public hearings, addressing a wide variety of issues and opportunities facing our community. We are pleased to submit a summary of our activities and accomplishments in 2003.

DEVELOPMENT ACTIVITY

Despite a weakened economy, the real estate market, fueled by below average interest rates, remained quite strong in Wilbraham during 2003. As a result, much of our time and energy was focused on reacting to the many residential and commercial projects proposed in the town during the past year:

- The Planning Board approved sixteen nonsubdivision plans submitted by property owners. These are plans that revise existing property boundaries or divide land along existing road frontage and do not require subdivision approval. A total of four new residential building lots were created on existing town roads through the nonsubdivision process.
- Four residential subdivision plans were reviewed by the Planning Board. Two flexible subdivision plans were approved: "Bridle Path Estates"—a seven-lot cul-de-sac located off of East Longmeadow Road and "Patriot Ridge Lane Estates"—an eight-lot cul de-sac located off of Bartlett Avenue. Also approved was a conventional subdivision entitled "Kensington Estates" consisting of 13 lots with access provided from Stony Hill Road and Woodsley Road. An eight-lot definitive

subdivision plan entitled "Spring Knoll" was disapproved because of public safety concerns over inadequate line-of-sight of approaching traffic at the proposed roadway entrance on Glendale Road. In addition to attending to these new subdivision proposals, the Planning Board held frequent meetings with developers to monitor work in the previously approved subdivisions under our jurisdiction. At year's end, nine subdivisions remained under various stages of construction.

- The Planning Board approved seven special permit applications: accessory in-law apartment in the Fosberg residence at 5 Western View Drive, garage parking for more than three vehicles at the Pecoy residence at 15 Peak Road, common driveway access for the Nadeau residence at 777 Glendale Road, a sign master plan for the Post Office Park commercial development, and accessory family-oriented amusement facilities at Interskate 91 at 2043 Boston Road and Soccer City at 2041 Boston Road.
- The Planning Board granted site plan approval for the Evangel Assembly of God Church at 348 Stony Hill Road and the Wilbraham Garden & Landscape Center at 188 Monson Road. The Board also approved two applications for site plan approval in the Ridgeline and Hillside Overlay District for proposed residences located at 15 Peak Road and 601 Ridge Road.
- The Planning Board reviewed and granted approval for tree cutting in the right-of-way of East Longmeadow Road and Stony Hill Road, designated scenic roads.
- The Planning Board reviewed and provided written recommendations on 18 site plan referrals from the Zoning Board of Appeals including a variety of renovation or expansion plans for a number of businesses along Boston Road with an estimated construction cost totaling in excess of 20 million dollars.

ZONING BY-LAW AMENDMENTS

At the Annual Town Meeting voters adopted a number of amendments to the Zoning By-Law sponsored by the Planning Board. The zoning map was amended by rezoning a portion of 2797 Boston Road from Residential (R-26) to General Business (GB). Other amendments to the Zoning By-Law approved at Town Meeting include (1) technical corrections renumbering outdated cross references in section 3.6.2.10(G); (2) regulations governing nonconforming uses and structures in section 3.3; (3) automatic amusement device regulations in sections 1.3, 3.4.5.11 and 3.6.3.6; (4) exercise facility and health club use regulations in section 3.4.5.14; and (5) off-street and loading regulations in sections 11.1.4 and 11.2.11.

ORGANIZATION AND MEMBERSHIP

At the annual town election, Edward Stevenson was re-elected to a five-year term on the board and Christopher Leisey was elected to a one-year term on the board replacing Susan Burk who had been appointed to fill the vacant seat created when Donald Williams resigned in 2002. In June, the Planning Board reorganized and Richard Butler was elected Chairman, Frederic Fuller was elected Vice Chairman, and

Laurie Bongiorni was elected Clerk. Craig Nakashian was reappointed to serve as an Associate Member for a one-year term. In October, the Board accepted with deep regret the resignation of Craig Nakashian as Associate Member. In November, Susan Burk was appointed to serve on the board filling the vacancy created by the resignation of Craig Nakashian. Richard Butler continued to serve as the town's representative to the Pioneer Valley Regional Planning Commission. Planning and Community Development Director John Pearsall and Secretary Fran Popovich continued to function as the staff liaison between the Planning Board and other town boards and committees.

The Planning Board holds regularly scheduled meetings on Wednesdays at 7:00 PM. Specific dates and agendas for meetings may be obtained from the Planning Office. All meetings are open to the public and community participation from interested townspeople is always welcomed and encouraged. With your support we will continue to provide the very best possible service for our community in the year ahead.

Richard Butler, Chairman
Frederick Fuller, Vice Chairman
Laurie Ely Bongiorni, Clerk
Christopher Leisey
Edward Stevenson
Susan Burk, Associate

John Pearsall, Planning Director
Fran Popovich, Secretary

Conservation Commission

The Conservation Commission's main function is to administer the state and local wetland protection statutes. Landowners may request that the commission determine whether wetland areas exist on their property. If a landowner desires to alter the wetlands, the area within 100' of the wetlands, a stream, brook or river, or any area within 200' of a perennial stream, brook or river, the commission must approve such activity and will issue conditions protecting those resource areas. The commission also oversees almost 750 acres of conservation land throughout Wilbraham and is involved in developing long-range plans for the maintenance of those areas and the possibility of acquiring additional open space.

In 2003, sixteen public hearings were held for a variety of projects that required a Notice of Intent. Many additional meetings were held for applications filed as a Request for Determination of Applicability.

In addition, the commission continues to be involved with a variety of enforcement activities to ensure landowners are in compliance with wetland statutes. The commission generally attempts to negotiate compliance with landowners before resorting to ticketing, fines or court proceedings. This year, there have been several Enforcement Orders issued to landowners that began work on their property prior to

complying with all the regulations.

The commission is always seeking contributions of additional open space and is prepared to assist landowners interested in donating land or interests (such as conservation easements) to the Town or to local trust organizations. One of the key concerns of the commission is to try to connect existing open space parcels with smaller corridors of open space to maximize the visual and environmental impact of our publicly-owned open space.

The commission continues to look for persons interested in becoming associate members. Associate members attend meetings and hearings, but do not vote at the hearings. They are appointed by the commission. We are looking for individuals who are interested in the maintenance of existing conservation properties, open space planning and related activities. Interested persons should contact the Conservation Commission office at the Town Office Building.

Anyone interested in understanding how the state and local wetland statutes operate is invited to meet with the commission. The commission has available for sale at the Town Office Building a "Citizens Guide to Wilbraham Wetland Regulations" that describes the local by-law and regulations. The commission generally meets twice a month at 7:00 PM in the Town Office Building. The actual meeting schedule is always posted prior to the meeting. Appointments may be made by contacting Deborah Kelder, secretary, in the Town Office Building.

Patricia Ross, Chairperson

Christopher Brown	Thomas Reavey	Stoughton Smead
Robert McMaster	George Reich	John Sullivan
		Karen Leigh, Associate

Zoning Board of Appeals

The purpose of the Board of Appeals is to act upon applications for special permits (SP) or variances which require ZBA approval, to act upon grievances of anyone unable to obtain a permit or enforcement action under the provisions of Chapter 40A (the Massachusetts Zoning Act), to review decisions of the Building Inspector after an appeal has been filed, and to issue comprehensive permits for low and moderate income housing authorized by Chapter 40B.

The Board of Appeals consists of three full members and two associate members. All members of the Board are appointed for three year terms.

This past year the Board of Appeals issued decisions on the following applications:

APPLICANT	ADDRESS	DECISION
Nathan J. Servidio Restaurant/Food service establishment - SP	2589 Boston Road	Approved
Francis O'Brien SP Amendment - Additional parking spaces	2551 Boston Road	Approved
Rodger Tracy & Frank Langone Small Engine Repair Shop – Special Permit	2957 Boston Road	Approved
Evan & Mary Bandouveres Food service establishment and retail sales-SP	462 Main Street	Approved
Wilbraham Auto Sales Temporarily locate a used car dealership - SP	2033 Boston Road	Approved
Falcon Housing Corporation Supportive living affordable housing facility Comprehensive Permit	18V Bruuer Road	Approved
Friendly Ice Cream Corporation Additions (3) – Special Permit	1855 Boston Road	Approved
Brian & Sandra Page Front Yard Setback Requirement Variance	44 Decorie Drive	Approved
Cynthia Guild Bed & Breakfast Home – Special Permit	388 Main Street	Approved
Laura Robichaud Family Day Care Home – Special Permit	155 Main Street	Approved
Monsanto Employees Credit Union Credit Union – Special Permit	2002 Boston Road	Approved
William & Deborah Skinner New Construction – Special Permit Side Yard Setback Requirement Variance	6 Dollar Avenue	Approved
Gary N. & Virginia Y. Remillard Lot Size Requirement Variance	515 Main Street	Approved
Joseph P. Saimeri Gymnastics Facility – Special Permit	65 Post Office Park	Approved
Wilbraham Nature and Cultural Center Sign Variance	883 Tinkham Road	Approved
O'Connell Oil Associates, Inc. Sign Variance	1993 Boston Road	Approved
2034-2040 Boston Road, LLP Front Yard Landscaped Buffer Strip Variance Parking Space Requirement Waiver	2034-2040 Boston Road	Approved
Wilbraham Funeral Home SP Amendment – Parking/Lease Requirement	2551 Boston Road	Approved

YMCA of Greater Springfield SP Amendment – Alterations/Construction	1000,1004,1016 Stony Hill	Approved

Edward E. Kivari, Jr., Chairman
Thomas Counos
Carole Lynch
Mark Albano, Associate
Charles Pelouze, Associate

Open Space & Recreation Plan Committee

The Open Space and Recreation Plan Committee is responsible for developing and implementing Wilbraham's Open Space and Recreation Plan ("the Plan"). The Plan is a state-mandated document that analyzes the existing open space and recreation resources of the town and includes a five-year plan for implementing a number of actions that affect those resources. Dealing with issues as diverse as playing fields, farmland preservation, protection of environmentally sensitive areas and wetland protection, and bike trails, the committee meets on a monthly basis to discuss the town's progress in implementing the goals set forth in the Plan. The Plan has been approved by all state-level authorities and forms the official basis for open space and recreational planning in town.

The committee members are volunteers appointed by the selectmen. Committee members devote many hours during the year to assuring that open space issues are recognized by other town boards and the public. During 2003 the committee continued to implement some of the key goals of the Plan. One of the committee's key initiatives was to set up a meeting of owners of large parcels in the Sunset Ridge area, the area bounded by Main Street, Mountain Road, and Maple Street. Acting as a facilitator, the committee sponsored meetings of this group in June and November and invited a land trust representative to the November meeting. The landowners will hopefully continue to discuss among themselves various long-term options for their parcels, including common open space alternatives. During 2004 the Committee will turn its attention to other areas of town where a few owners hold large, contiguous parcels and encourage those landowners to get together to discuss possible open space options.

Also during 2003 several members of the committee were active in the creation of a local land trust, another of the Plan's goals. This goal was obtained early in 2004 with the announcement of the Minnechaug Land Trust, a successor to the Hampden-based Hampden Land Project. This new land trust will pursue land preservation and similar projects in both Hampden and Wilbraham. Although a private group, the committee anticipates working closely with the Minnechaug Land Trust on many open space issues in Wilbraham.

The board continued to meet periodically with the Planning Board, the Conservation Commission and the selectmen in regard to open space and recreational issues. One of the key goals of the Plan was to assure that any decision on development proposals in town take these issues into account. To this end the committee continues to provide written analyses of all key parcels in town and is working with the other committees to rank the importance of these parcels to the townspeople. Members of the committee critique development proposals that appear before other boards, commenting on how the development affects such issues as rural character, historic qualities, and environmental considerations.

In light of the budget situation, the committee continues to encourage landowners who are interested in working with the town to consider alternatives to standard development. Through creative and selective development of part of a parcel, a landowner can reap an economic benefit and at the same time preserve for the town most of the character of that property. In cases where the landowner desires to donate an interest in land to the town, the town is willing to assist with some of the legal costs that arise from such a transaction.

The committee is always looking for town residents who have an interest in open space and recreation issues to serve on the Ccmmittee and its subcommittees. The committee generally meets on the last Wednesday of each month, and the public is welcome to participate in these meetings. For more information about the committee and the Plan, please contact any member of the committee or call John Pearsall, Director of Planning and Community Development (596-2806).

Stephen Bosworth (Chair)

Cathy Callaghan	Coralie Gray	Jim Mauer
Rodney Fountain	Lorelei Hewitt	Denny Smith
Suzanne Garber	Steve Lawson	Kathy Sweeny
	Kate Leary	

Fair Housing Committee

It is the intent, obligation and policy of the Town of Wilbraham to promote, within constitutional limitations, equal choice and access to housing in our community to all persons regardless of race, color, religion, creed, national origin, ancestry, sex, sexual orientation, marital status, veteran status, disability, age, children, public assistance or rent subsidy status. The Town of Wilbraham deplores unlawful housing discrimination and is committed to strictly enforcing a zero-tolerance policy with respect to alleged violations of the fair housing laws. As Fair Housing Officer for the Town of Wilbraham, I am pleased to report that there were no fair housing complaints filed with my office during the past reporting year.

Recognizing the linkage between affordable housing supply and access to fair housing, I am also pleased to report that the Town of Wilbraham continued to work closely with the Wilbraham Housing Authority to secure federal and state funding to build an affordable supportive living facility for low and moderate income seniors in Wilbraham.

In addition to routine measures to ensure full compliance with the Fair Housing Laws, the Fair Housing Officer works closely with the Fair Housing Committee to develop and implement the Town's Fair Housing Plan. The Fair Housing Committee consists of three members appointed to one-year terms by the Board of Selectmen. The Fair Housing Committee did not meet during the past year.

Carolyn Zawacki
Michael A. Mazzuca
James W. Barrett

John M. Pearsall AICP
Fair Housing Officer

Sealer of Weights and Measures

Item	Category	Sealed
Scales	Over 10,000 lbs.	3
	5000-10,000 lbs.	0
	100-5000 lbs.	1
	Under 100 lbs.	24
Weights	Metric	2
	Apothecary	8
Other Devices	Gasoline Pumps	105
	Oil and Grease Pumps	9
	Unit Pricing Scanners	30

Fees collected: $ 3,050.00

With more business popping up on Boston Road, I see more unit pricing scanners being checked in the future.

William H. Garvey, Jr.,
Sealer of Weights and Measures

Wilbraham Council on Aging

This has been a very exciting year for the Wilbraham Council on Aging. We are looking forward to the move to our new home at the Spear Youth and Family Center (Scantic Valley YMCA) and have been very involved with the planning and construction of this wonderful new building. The familiar faces of the staff at Senior Center will continue to offer all the programs and services that we currently provide at 88 Stony Hill Road. Although we will work closely with the Scantic Valley YMCA to provide programming, seniors do not have to be a member of the YMCA to participate in activities at the Senior Center. Classes will be available as they are now. We expect to be able to move in at the end of the Summer of 2004.

The Friends of Wilbraham Seniors raised money for the new senior van. The money was given by local businesses, a very generous donation from Larry Fountain, and largely by small donations from seniors and the community at large. We have wonderful volunteer drivers who have been trained in classes taught by the Massachusetts Transportation Authority. PVTA rates have quadrupled, and we feel very fortunate to provide transportation for shopping and trips at $.50 each way. We expect to be adding more transportation when we move to the new facility.

Sadly, our well loved Meal Site Manager, Helen Barna, died just after Christmas. She is missed by everyone who knew her. Her warm welcome and hospitality are continued by her successor, Anne Levesque. Lunches are provided Monday through Friday by Greater Springfield Senior Services, Inc. under funding from the Older Americans Act. A donation of $1.75 is suggested. The mid-day meal attracts between 20 and 45 older adults on a regular basis. Weekday Home Delivered Meals are available through Greater Springfield Senior Services. Dedicated volunteers provide home delivery of meals on the weekends in Wilbraham. Meals are prepared by the kitchen at the Life Care Center and their cost is subsidized by generous donations from the Wilbraham Junior Women's Club, the Hampden-Wilbraham Rotary Club, and the Wilbraham Community Association.

The Wilbraham Council on Aging receives most of its funding from the Town of Wilbraham , with additional support from the Executive Office of Elder Affairs. During this time of severe budget cuts on the state level we have been very fortunate to have the support of Senator Brian P. Lees and Representative Gale D. Candaras. Thanks to their support, we have been level funded from the EOEA.

The Senior Tax Work Off Program, which was passed by the 2003 Annual Town Meeting, is underway with 30 people seeking applications for seven positions. Seniors will be working at the Wilbraham Public Library, the Public Access Television Station, the Senior Center, and the Selectmen's Office. In exchange for 111 hours of works, they will receive a credit towards their property taxes of $750 for FY 2005.

The Wilbraham Senior Center continues to provide services, programs, and activities to meet the needs of the over-sixty population in Wilbraham. We welcome comments and input from the community. The Council on Aging meets on the first Wednesday of every month at the Senior Center at 7:15 PM. Visitors are most welcome.

Theresa Munn, Chair
Barbara Fisk, Vice-Chair
Al Brazee, Treasurer
Marguerite Zwarycz, Secretary
Fred Biel
Virginia Rickert
Fr. John Gawienowski, Pastoral Liaison

Veterans Services

The Department of Veterans Services is under the direction of the Office of the Commissioner of Veterans' Services of the Commonwealth of Massachusetts and is governed by Chapter 115 of the Massachusetts General Laws. The Veterans Agent serves as the local contact for all veterans benefit programs including VA benefits. Veterans and their dependents should feel free to contact this office at 596-8111 with any questions.

During fiscal year 2003 (July 1, 2002 through June 30, 2003) the Veterans Department expended $4,069.25 for veterans aid. Veterans benefits are reimbursed at the rate of 75% by the Massachusetts Commissioner of Veterans' Services to cities and towns.

If you have misplaced your (or your spouse's) discharge documents (form DD 214) we can assist you to request a copy from the National Personnel Records Center. This very important document will be needed whenever application for any kind of veterans benefits is made, including burial benefits, medical benefits (i.e. free prescriptions at the VA medical clinic pharmacies), annuities, bonuses, license plates, interment in Veterans' Cemetery and so on. We will also keep a copy on file if you submit it to this office in case you need it at some point in the future

The Commonwealth of Massachusetts Executive Office of Administration and Finance Department of Veterans Services' Division has announced the availability of annuities in the amount of $1,500.00 payable in two equal payments in February and August to any wartime veteran who suffered service-connected blindness, paralysis, or other disability, or to the parents of a deceased veteran whose death occurred as a result of injury sustained, or disease contracted, during active service in time of war. Contact this office for more information or to obtain an application.

Applications for veteran's license plates from the Department of Motor Vehicles are available in this office, as well as applications for military branch decals to be

attached to the number plates. Information and applications for interment in the Commonwealth's Veterans Cemetery in Agawam are also available.

Richard J. Prochnow,
Veterans Agent

Herta Dane,
Veterans Secretary

Commission on Disabilities

The **Americans with Disabilities Act of 1990 (ADA**) provides a comprehensive national mandate for the elimination of discrimination against individuals with disabilities in employment, transportation, public accommodations, state and municipal government activities and telecommunications. **Massachusetts Constitutional Amendment, Article 114-1980** states: "No otherwise qualified handicapped individual shall, solely by reason of his handicap, be excluded from participation in, be denied the benefits of, or be subject to discrimination under any program or activity within the Commonwealth." Any city or town in the Commonwealth which accepts the provisions above is authorized to establish a Disability Commission. Commissions work with the Massachusetts Office on Disability (MOD) to carry out programs and activities designed to integrate people with disabilities more fully into their communities.

In Wilbraham, the Commission on Disabilities consists of nine members, appointed by the selectmen. The majority of members must have a disability themselves or be an immediate family member of someone with a disability. One member of the commission must be an elected or appointed official of the town. Members are initially appointed in staggered one-, two-, and three-year terms. The commission must meet at least six times annually, keep records of its meetings and actions, and file an annual report.

Since its beginning, the Wilbraham Commission on Disabilities has provided information and consultation to citizens of Wilbraham with disabilities and their families. Commissioners work with the town's Building Inspector to survey public buildings, and monitor compliance with ADA and Massachusetts standards. While most town buildings are currently accessible to persons with disabilities, the commission makes recommendations for further improvements to the Board of Selectmen. The commission is also concerned with employment policies and procedures, parking facilities at businesses, recreational access, publication of town reports, and other accommodation issues for the disabled.

Elaine Scott, Chair
Diane DaSilva, Secretary
John (Jack) Chase
Donald Haynes
Susan Kramer
Evelyn O'Brien
Debbi McDonald
John Albano

Wilbraham Housing Authority

In the past year we have had some exciting things happening at the Wilbraham Housing Authority.

THE PINES: A new parking lot with split rail fencing around it was built adjacent to the soccer field to provide parking for our residents and to help alleviate the parking in the rear of the building. Exterior painting was completed on doors, windows, and wooden trim, giving the building a fresh new look. Old overgrown shrubs were removed and new flowering bushes were planted in the front of the building. We relocated the dumpster to rear of the parking lot and had a new enclosure built around it. In the rear of the building an old and rusted guardrail was replaced with a new, better looking, wooden guardrail. Old cement barrier and broken down split rail fencing on the side and back of the building was removed and replaced with new split rail fencing. Also, at the Pines, an exciting new housing program is in the process of gradually being implemented. Thirteen apartments will be used for a transitional housing program for persons with brain injuries.

MILES MORGAN COURT: The community building received an extensive renovation to comply with ADA regulations. Some of the changes were: a new front sidewalk and front entry with a canopy, a new handicap accessible bathroom, and the laundry room was relocated to another larger area to make room for an additional washing machine and dryer. All of the interior walls were repainted, new pictures were hung, and old kitchen cabinets were grain painted, giving them a new fresher and brighter look. The landscaping project that has been ongoing for the past couple of years was completed. Also, a new enclosure was built for the dumpster, successfully hiding it from view.

The residents and the Housing Authority members and staff are pleased with the changes that have occurred in the past several years at the authority. In addition to the larger construction projects, painting, alarm systems, landscaping, new fencing, etc., many other smaller changes to the interior common areas of our buildings have taken place. New carpeting has been installed, hallways have been painted, pictures and quilts have been hung on the walls, bookcases and soft chairs have been placed in hallways and entrances creating conversation areas for residents to meet and talk. All this and more to create and project a softer and cozier feeling to the common areas, removing the hard institutional look that once was there. We have also worked hard to make sure that the exterior of our buildings, family residences, and elderly apartment buildings are neat and clean.

The authority holds regular monthly meetings on the second Tuesday of each month at 7:00 PM. The location of the meetings changes: January, March, May, July, September and November the meetings are at 12 Miles Morgan Court. February, April, June, August, October and December the meetings are held at the Pines, 88 Stony Hill Road.

The public is welcome to attend and all meetings are posted at the Town Office building according to open meeting laws.

The Department of Housing and Community Development (DHCD) in Boston subsidizes the rend of residents living in the authority units. The authority administers Chapter 705 (Family Housing) and Chapter 667 (Elderly/Disabled Housing). Application for housing may be obtained by calling 543-1700 or stopping at the Wilbraham Housing Authority office, 88 Stony Hill Road, between 8:30 AM and 12:30 PM, Monday through Friday. All rules and regulations of the authority are strictly enforced by the DHCD.

Michelle Lawler, Chair
Richard D. Bourgeois, Vice Chair
William D. Crocker, Treasurer
R. Earl Hermance, Ast. Treasurer (state appointee)
Anne Turcotte
Carol Anne Young, Executive Director

Health Agent/Title V Inspector

The Wilbraham Board of Health is responsible for protecting public health and the environment. The inspector is responsible for the enforcement of, and education for, public health issues and regulations. The position requires the inspection of all restaurants, retail food establishments, motels, tanning and massage facilities, tattoo and piercing salons, schools, swimming pools, bathing beaches, camps for children, and housing. These inspections are conducted to assure compliance with the state and local regulations that govern them. When violations are observed, the facility is sited and a re-inspection is conducted to verify compliance.

In addition to the enforcement and education of these regulations, the inspector may include such complaints as trash and debris on private and public property, the health and welfare of individuals who may need assistance or guidance, noise complaints, septic system failure complaints, and air quality issues and any other issues relating to public health concerns. In all these instances, the inspector conducts an inspection to determine the health risk, and follow up with a letter to, or contact with the affected parties to eliminate the health risk. When compliance with an order is not obtained within the specified time, the inspector will continue the enforcement through legal process. In these cases, the inspector submits the documentation to the appropriate court and represents the town in any subsequent court proceeding.

ADVISORY BOARD OF HEALTH

The Advisory Board of Health meets quarterly to discuss all public health issues that need to be addressed in the Town of Wilbraham. The advisory Board of Health put out its first newsletter this past year that highlighted winter health issues. The Board is

currently working on well regulations that will be submitted to the Board of Selectmen for review sometime in 2004.

TITLE V SEPTIC INSTALLATIONS

The health inspector is required to handle all aspects of the enforcement of Title V issues. This includes witnessing all site assessments requiring percolation testing for new construction as well as the repair of all leach fields in the town. The proposed design of the leach field is then submitted for the inspector to review/approve. The inspector is then required to conduct a field inspection of the installed system to assure compliance with the approved design. All aspects of Title V are handled through the Engineering Department at the Town Office Building. In 2003 the inspector witnessed 80 percolation tests, reviewed 107 septic designs, and inspected 80 installed systems.

WEST NILE VIRUS

Over the past few years, the Board of Health has been responsible for responding to any issues regarding the West Nile Virus. Over the past few summers there have been positive results on birds that have been submitted for testing for the West Nile Virus. During the summer months the residents are urged to report any dead crows or blue jays that are observed in their neighborhoods. The residents are asked to call the State Department of Public Health hotline number (1-866-627-7968) to report the type and condition of the bird. In some cases, the state will request that the bird be submitted for testing and will issue the resident a tracking number. The resident will be directed to submit the bird to the Board of Health (Selectmen's Office) at the Town Office Building. The bird is packaged and a courier from the state lab transports the bird for testing. After two birds test positive, the state no longer requires testing, however, it is essential that dead birds continue be reported to the state hotline.

EMERGENCY PREPAREDNESS

The Board of Health has continued to work with the public health nurse, LEPC and the state Department of Public Health in the preparation of a bio-terrorism event. Regular meetings are held to develop an emergency response procedure for the mass inoculation of the residents of Wilbraham within a specified time frame.

Lorri McCool, Registered Sanitarian
Health Agent and Title V Inspector

Public Health Nurse

The Town of Wilbraham nurse works under the direction of the Executive Director of Elder Affairs Dorothy Hooper. The nurse also works with Health Agent Lori McCool, the Board of Selectmen/Board of Health, former Fire Chief Kenneth R. Willette and Acting Fire Chief Fran Nothe, the Local Emergency Planning Committee (LEPC), and with the School Nurse Administrator Loralee Nelson, RN. The responsibilities of this part-time position primarily focus on working with the Senior Center staff and seniors, and assisting with public health concerns in the community.

Flu clinics have been held at the Senior Center and other locations in the community. Dr. Walter Pacosa, paramedics from the Fire Department, and RN volunteers assisted with these flu clinics.

Communicable disease investigations have been conducted and reports have been forwarded to the Massachusetts Department of Public Health.

Lyme disease continued to be a concern in Wilbraham and the Commonwealth in general. Information about Lyme disease prevention and awareness was available at the Town Meeting in May. Increased awareness of Lyme disease is a major goals of all public health officials in the Town of Wilbraham.

The LEPC suggested that we obtain a list of Registered Nurses in community who would be available to provide mass immunization to town residents in case of an emergency. Many RNs in town have volunteered and we are most grateful to them.

The town Health Agent and Public Health Nurse meet periodically with the Advisory Board of Health. Marie Chivers, FNP and board member, has begun a newsletter that discusses health topics of interest to the community. The newsletter will be distributed to the community inside tax bills when that is possible.

Claudia Considine, RN
Public Health Nurse

Animal Control

For the year 2003, there were approximately 1800 dogs registered in the Town of Wilbraham. Any dog six months of age or older should be registered in town. In order to register a dog, proof of an updated rabies vaccination, given by a registered

veterinarian, must be presented to the Town Clerk when purchasing a license. License fees are $20.00 each if not spayed or neutered and $10 if they are spayed or neutered. Proof of this must also be presented to the Town Clerk when purchasing a new license. The licensing period is from April 1 to June 30 each year. After this period a $10 late fee will be assessed.

Over 1000 phone calls were received by use regarding complaints, strays, dog bites, and wildlife. Dog owners must be reminded that proper shelter must be provided for their animals when they are left outside, which is required by state law.

Many complaints received were related to continuously barking dogs, roaming dogs, and others left unattended with no food or water. There has been an increase of owners allowing their animals to run on school grounds, church yards, and cemeteries, all of which are posted and subject to fines. Pet owners should be respectful of non-owners. Liabilities for damages done by dogs to property or other dogs are solely the dog owner's responsibility.

Rabies clinics are set up in town every spring for the convenience of the people. Please us this opportunity to get your pets vaccinated.

If you have any questions concerning animals, please call 596-2006 and we will do our best to answer your questions.

Gill Turcotte, Animal Control Officer
Anne Turcotte, Assistant Animal Control Officer

Board of Cemetery Commissioners

The red Wilbraham sandstone monument (pictured left) commemorates John Buckland who died 210 years ago on February 28, 1763 and who is buried in Adams Cemetery. His is just one of the many "newer" – just over 200 years old – sandstone monuments to be found in our three town cemeteries. This particular stone is located in row three and is numbered 163/164 in Jim Clark's compilation of "Adams Cemetery Inscriptions" which was published in 1968.

To further commemorate Wilbraham "history cast in stone," Jim Clark, a member of the Historical Commission, also wrote a "Walking Tour of Adams Cemetery" which was published in booklet form by the Cemetery Commission. Copies are available from the Town Clerk. In conjunction with Walter Mantani, of Public TV Access Channel Five, who narrated the presentation, the Cemetery Commission was able to take each viewer on a personal Adams Cemetery walking tour. The program, which first aired at the time of Memorial Day, 2003, has been seen on our local public access station by many people in Wilbraham and Hampden and a personal copy is available from the station in the Red School on Springfield Street for $10.00

The Historian for the Cemetery Commission is local author J. Bruce Tingle, who is also the former East Cemetery Commissioner. Bruce has volunteered to keep all the cemetery vital statistics for Wilbraham and Hampden and he reports that in 2003 there were 172 deaths in Wilbraham – 73 male and 99 female. There were five burials at Adams Cemetery, four at Glendale Cemetery, three at East Cemetery, and seven at Woodland Dell Cemetery. Bruce contrasts that with the year 2002, when only 144 people died, and he notes (tongue in cheek) that Wilbraham may becoming a more unhealthy place to live!

Among the accomplishments which the commissioners recorded in 2003 is the erection of a storage shed at Glendale Cemetery. With the completion of this building, each town cemetery now has adequate on-site storage for tools and equipment necessary for operation of the cemetery. Long-range plans call for installation of electricity in each cemetery shed and eventually a well and an electric pump at each site to provide irrigation for newly planted grass and for our lot holders to be able to water their flowers and shrubs.

Because of adequate prior planning in the new east section in Adams Cemetery, when the DPW announced plans to repave Tinkham Road, the commissioners were able to have the paving contractor install the driveway apron to connect the existing gravel roadway to the street, thereby providing for a necessary third cemetery entrance at very little cost.

Our final major construction project in Adams Cemetery which will take place in the spring of 2004 will be the installation of an all-weather gravel road adjacent to the North fence which will replace the present grass road which was installed in 1899 when the town purchased the land from Llewellyn Merrick's grandfather.

The Cemetery Commissioners are members of the Massachusetts Cemetery Association, a state association of private, religious, and municipal cemetery operators. At a recent meeting, a speaker from the Department of Conservation and Recreation made us aware that there were $5000 Heritage Tree matching grants available for maintaining "heritage Trees" – those which are more than 32 inches through the base. The downside was that there was a many page application and the deadline for applying was 14 days away from the date of the meeting! Since Adams Cemetery has

about 15 of such trees – all planted in the 1740s, and all of which are in need of trimming, the commissioners felt we should give it a shot!

The board enlisted the assistance of Pamela Bell, the Selectmen's Secretary, who organized the paper chase. Gordon Long, our Tree Warden, first inspected each tree and then provided much valuable information for the application. Gordy also wrote a letter of support to the department and then further agreed to supervise the project, if awarded. Expert photographer George Nieske was enlisted to provide as many as 50 black-and-white pictures of the trees from all different angles. Our state Representative Gale D. Candaras and minority leader Senator Brian P. Lees each wrote a letter to the department in support of our Heritage Tree project. All of the above happened in 14 days!

In late January, the board received a phone call from Eric Seaborn, Urban Forestry Coordinator from the department who advised that we had been selected as one of the recipients! What made it happen was the great cooperation of several town and state officials to meet that impossible deadline!!

In 2004, there are two important projects which the board plans to work on. First is the much delayed rebuilding of a couple hundred feet of the 1850s-era Glendale Cemetery stone wall along Monson Road. This project has been delayed several years due to the continuing uncertainties of funding; and rather than trying to complete it all at once, the board will try to rebuild it in sections over a period of several years.

The commissioners also plan to engaged Cemetery Consultant Bruce Tingle to assist them with another great paper chase – that of registering the town cemeteries on the National Register of Historic Places. Once the applications have been approved for the national registration, there are several economic advantages which the town can apply for and which can assist the town and the commissioners in maintaining our "history cast in stone…".

Peter Ablondi, Chair/Secretary
Donna Fountain, Vice-chair/Treasurer
Craig Nakashian, Clerk

Recreation Department

The Recreation Commission and department were thrilled to learn the focus of this year's Annual Report was our volunteers. This gives the Recreation Commission and department a chance to shift gears from our normal Annual Report routine and focus on the variety of groups that assist us in a wide array of capacities. There are five main groups that play integral roles in our programs. They consist of the Friends of

Recreation, the Friends of Recreation Baseball Group, the Football Association, the Basketball Association, and what I consider the largest and most important volunteer group within the town, our volunteer coaches.

FRIENDS OF RECREATION (F.O.R.)

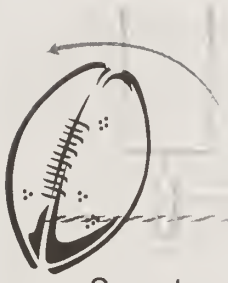
President: Brad Pinney
Vice President: Keith Person
Treasurer: Dave Danker
Secretary: Lori Hewitt
Members At Large: Mike Julian, Jim Slattery and Dave Clini

The Friends of Recreation has been in existence since the early nineties, and since its inception has been a major player in every renovation and/or creation of a park in Wilbraham. Two of its most recent projects include the new pavilion grill pit and the irrigation/seeding on the new multipurpose field at Spec Pond. The seven member board actively meets each month and fundraises through sponsorships of baseball, soccer, and basketball teams each season, as well as through billboards at Spec Pond and miscellaneous other activities throughout the year. The primary focus of the group is Spec Pond and Brainard Park, but throughout the years they have contributed money and expertise in a variety of other projects. Without F.O.R.'s energy and commitment several programs' growth would have been stifled, not allowing hundreds of children the opportunity to partake in recreational sports.

FRIENDS OF RECREATION BASEBALL GROUP

Bill Wells
John DeVine
John Drost

The Friends of Recreation Baseball Group has just come into existence during the summer/fall of 2003. Already the group has made a big splash within the community. Led by Bill Wells, John DeVine, and John Drost the group first concentrated their efforts on improving the general structure of baseball within Wilbraham. Once that was accomplished they set their sights on one of our primary baseball facilities badly in need of a makeover, the Memorial Baseball Fields. If all goes well by the start of the 2004 baseball season, the Baseball Group will have funded new dugouts and protective fencing for both the players and fans on both fields. Other projects include a home run fence complete with a replica Green Monster on one field, and manicuring the infields. Both diamonds should be ready for the start of the 2004 season. With the help of a group as committed as this, it is hard to see why anyone would want to leave Wilbraham to play baseball elsewhere.



FOOTBALL ASSOCIATION

President: Cindy Santaniello
Vice President: Heide Schwendenmann
Treasurer: Jean Young
Secretary: Leanne Azevedo

Out of all the groups that assist with program, the Football Association is the only group that is involved with almost every factor relating to the Hampden/Wilbraham Falcon Football. Without their help, the football program would struggle both financially and administratively. But year in and year out the Football Association attends meetings, operates concessions, assists the coaches, and provides funding for a variety of projects and equipment, making the Football Program one of the most successful programs not only in town, but also in Western Massachusetts.

To date the association is concentrating its efforts on the new multipurpose field at Spec Pond, they provided assistance with the irrigation and seeding, and hope to begin planning an approach to a concession stand at the new field. Thanks for all your support and keep up the hard work.

BASKETBALL ASSOCIATION

President/Treasurer: Tom Cebula
Vice President: Russ Mooney
Members At Large: Wayne Cole, Charlene McCarthy and Dave McCarthy

Similar to the Baseball Group, the Basketball Association is in its infancy, and also started off by making a big splash. The group gained nonprofit status in September 2003, and decided to concentrate most if not all of their efforts on the Suburban Basketball Program. Once their goals and mission statement were determined, the group jumped right into their first fundraising event, the Turkey Day Jamboree. With great determination and effort the jamboree was a huge success both financially and for all players and teams involved in the three-day tournament. The association has a grocery list of items they hope to accomplish in the future. With such a great group of volunteers assembled, the Recreation Department and commission are confident the Suburban Basketball Program will reap many benefits very shortly.

VOLUNTEER COACHES

Last but not least, is the Recreation Department's greatest asset, the volunteer coaches. Each season the Recreation Department tweaks certain programs in an

attempt to improve the overall satisfaction for its participants. But no matter what we change, the coaches are the ones who devote the time and energy to give the children of Wilbraham the experience of scoring their first goal, making that first basket, or hitting a single. Memories, friendships, and life lessons are created on the fields of Wilbraham, all thanks to the coach who devoted his/her time and energy. As years go by, we still hear from high school- or college-aged children who remember that special coach back in T-Ball, who, no matter how good or bad they were, stuck with them. Or they recollect how, after each game or season, a coach would invite them to Friendly's for ice cream. The Recreation Commission and department would like to thank you for making Wilbraham Youth Sports as great as they are.

OTHER PROGRAMS AND FACILITIES

The Recreation Department would like to give short mention to the variety of changes and renovations we have made to our programs and parks in Wilbraham. Several renovations were made during the summer of 2003 to Spec Pond and Soule Road, with many more expected in 2004. Several new programs were offered -- self defense, bowling, tennis, egg hunt, etc, -- and old programs were modified -- instructional basketball, baseball, lacrosse -- to meet the needs of Wilbraham residents. All made possible by our dedicated staff with the assistance of our greatest support, the Recreation Commission, which demonstrates dedication and commitment to the Town of Wilbraham.

Recreation Commission
Thomas Courtney, Chairman
Mark Jones, Vice Chairman, F.O.R. Liaison
Karen Murphy, Secretary
Mary Burnham
Joel Castleman
Russell Mitchell
John O'Connor

Recreation Department
Bryan Litz, Recreation Director
C.W. Zimmer, Program Coordinator
Merrie Kaye, Administrative Assistant

Wilbraham Public Library

Despite the wide availability of the Internet, library use continues to grow at the Wilbraham Public Library. It seems people are reading more than ever. In 2003 library patrons checked out 225,264 items, another all time high, p 5% from last year's previous mark. With the new patron-placed holds feature now available online through C/WMARS, the library processed an amazing 15,358 interlibrary loan requests in 2003, an increase of 140% over last year. This service fills requests with the first available copy within the C/WMARS system rather than only with the Wilbraham Public Library's

own copies of items thereby shortening the waiting period for patrons to as few as two days. As of December library staff may now search the Statewide Virtual Catalog that includes the databases for over 200 public and academic libraries in Massachusetts, widening the scope for borrowing materials even further.

In March the Library Facility Feasibility and Design Committee (LFFDC) and Library Board of Trustees selected Tappe Associates of Boston as the architects to complete the feasibility study and schematic design phase for library building project. After considering several design options, the LFFDC selected a one-story design that will completely renovate the existing main library room and current office space and attach a new adult and young adult addition where the foyer and Brooks Room now stand and in the direction of the woods and rear parking lot. The 29,000 square foot design includes a story time and crafts activity room, adult reading room, small and large meeting room facilities, a computer training lab, a local history room, two study rooms, a café, staff offices, and parking for ninety cars. The plan was approved by the Trustees in November, and the architect is now detailing furnishing and equipment arrangements. This phase of the project will be concluded in the spring 2004 and will result in preliminary plans, drawings, a projected cost estimate, and report to town officials for further action.

The library continued to improve access to information on a wide range of general topics. Although the over-all size of the collection diminished by 3%, the library added 8,107 new items to the collection including best sellers, DVDs, and materials on topics of current interest, lifelong learning, and formal learning support. Every item is carefully selected in accordance with the library's Selection Policy. In the area of local history the library received a unique copy of *The Revolutionary War Diary of James Stebbins of Wilbraham, Massachusetts*, edited and presented by Frank A. S. Wilson, a family descendant.

Even with continual weeding the children's collection continues to burst at the seams with the addition of new materials. Collection development focused on biographies, books on holidays, pets, the Middle Ages and phonics, and audio books for young adult and children's literature. Children's staff reorganized and relocated parts of the collection in an effort to gain space where most needed. This included the parent-teacher resource center, children's magazines, beginner reader books, and picture books.

The library conducted 39 adult programs attended by 824 people during 2003. These included the *Research Revolution* film and discussion series with Dr. Alan Karplus facilitating sessions focused on developments in science and technology, workshops related to small business and consumer education issues presented by the Massachusetts Small Business Development Center, the Better Business Bureau of Central New England, and the Center for Business and Technology at STCC, the three-part Tuesday Night Tempos music series sponsored by Community Foundation of Western Massachusetts, *A Dickens of a Summer* literature program with presentations by scholars Dr. Joel Brattin and Dr. Bert Hornback, the *Over the Mountain* travel series

held in conjunction with the Monson Free Library, the three-part *Voices of the Outer Cape* book discussion series, and a film festival of critically acclaimed short films. The *Booked for Lunch* group continued to meet monthly to discuss contemporary and classic novels.
In addition to the annual Friends of the Library art exhibit in March, the library hosted nine exhibits by area artists.

The children's staff hosted 290 programs in 2003, with a total attendance of 5,014 children and accompanying adults. These included regular story time sessions for pre-school children, book discussion groups for older children, and the summer reading club, *Read! Think! Create! @ your library.* Special events included a youth art exhibit, *Scrapbooking*, *Bubblemania*, *Cookie Chaos*, *Snow Sculpture Day*, *The Tanglewood Marionettes*, a private guided tour of *The Eric Carle Museum of Picture Book Art*, a martial arts demo and lesson, origami workshops with Michael LaFosse, *Rambunctious Reptiles*, a LEGO workshop, and *Jeff Danger's Puppet, Magic, Juggling Show.* Most adult and children's programs are generously funded by the Friends of the Library.

With the addition of two Internet access ports the library now provides patrons with ten Internet workstations. Further improvements include software upgrades for the public access and Internet workstations, color printers and a wireless listening station and headphones. The library also purchased an assistive technology workstation with funds provided by the Lions Club and a memorial gift from the family of Ann Wahlberg. The assistive technology workstation offers additional capabilities for patrons with physical, visual, and hearing impairments.

The Brooks Room is now equipped with a new projection screen to use in conjunction with a new CD/DVD/MP3 player. A portable projector may be linked with either the CD/DVD/MP3 player or a laptop computer for presentations. In addition a new wireless microphone for the sound system now makes it easier to be heard by an audience.

With Friends money the library purchased ergonomic chairs for the computers in the adult area and a cart, shelving and storage unit for the Ellison die-cut machine used for name tags and displays in the Children's department. The library also purchased a laminator and film to make name tags and displays and to preserve posters, with a grant from Community Partnership for Children

In community-wide efforts the library ran a special paperback book sale at the Peach Festival, and children's staff marched in the Peach Festival Parade along with fifteen children. In March the library hosted the *8th Annual Library Legislative Breakfast for the First Hampden and Hampshire Senatorial District.* State Senator Brian Lees and State Representatives Gale Candaras and Thomas Petrolati spoke on library budget and service issues to an audience of sixty library supporters. Library staff also decorated a Christmas tree for the Athenaeum Society's annual display.

Library staff and volunteers delivered 2,619 items including books and media to community nursing homes, senior housing facilities, and homebound patrons this year.

The library continued its collaboration with the Wilbraham Public Access Channel to produce the weekly feature, *Spotlight @ Your Library*, a program highlighting materials and services and promoting special events and special story time programs. The library also distributed *Branches*, a publication highlighting new reference resources and programs of interest to students and faculty of MRHS and Wilbraham and Monson Academy.

In the Children's department outreach efforts included networking with various daycare providers and the schools, including the semi-annual visits to the public school classrooms, K - 6. In collaboration with the Minnechaug Technology Honor Society, high school students provided Internet training for children on the library computers. The library also hosted local preschool classes, Girl and Boy Scouts troops, and other community groups, providing tours and stories.

In addition to the generous financial support from the Friends of the Library for adult and children's programs and from the Wilbraham Library Memorial-Endowment Fund for special book purchases, the library received grants from several other sources. In all, the Library received $4,565 from these various sources. Along with those previously mentioned, the library received funding from the Massachusetts Foundation for the Humanities for the book discussion series *Voices of the Outer Cape* and the Wilbraham Cultural Council for *Tanglewood Marionettes* and Michael LaFosse origami workshops as part of the summer reading program. The library also received a *Documentary Heritage* grant through the Massachusetts Historical Records Advisory Board to survey the local history collections held by the Towns of Hampden and Wilbraham. This project's goals are to preserve and create better access to historical documents and photographs.

Several staff changes took place during 2003. Joe Rodio, Assistant Director, left the library in June after nearly six years of service to become Library Director of the Chester C. Corbin Public Library in Webster, Massachusetts, his hometown. Joe contributed much to the library's success and will be missed. Nancy Menard became the new Assistant Director in September. She previously spent eight years in the United States Coast Guard and three years working at the Weston Public Library in Weston, Massachusetts. The library lost long time employee, Library Assistant Circulation, Fran Penso, who passed away in June and Assistant Reference Librarian, Kathy Geier, who moved to Michigan in August. Existing library staff assumed most of the responsibilities of the frozen positions while some services have been curtailed.

In 2003 volunteers generously contributed 1,916 hours on work ranging from processing materials and shelving to helping with the bi-annual Friends of the Library Book Sale. Others helped with the organization and preparation of the Local History's special photograph collection. The teen advisory board, newly renamed Teens of the Wilbraham Library (TOWL), conducted events for small children and for coaching older children on Internet usage.

The Library Trustees and I thank the library staff for their hard work, dedication, and outstanding service during this difficult year. We also thank the many volunteers who generously gave hours of their time to support library services and the many civic groups, businesses, and individuals who contributed their services and donations to the library. Lastly, thank you to the Wilbraham Friends of the Library and the Wilbraham Library Memorial-Endowment Fund for their continued support of library services, programs, and collections, with special thanks to their presidents, Tricia Sherbow and Wally Arcese, respectively.

Christine Bergquist
Library Director

LIBRARY STATISTICS 2003

Category	Adult	Young Adult	Children	Total
Collection Holdings				
Books	41,851	1,596	22,492	65,939
Periodical Issues	6,396		509	6,905
Videos	2,654		1,320	3,974
Audio books	1,646	154	663	2,463
Music on CD	1,084		283	1,367
Music on cassette	84		77	161
Puppets			175	175
Computer software	59		56	115
Multi-media kits			37	37
Equipment	1			1
Museum passes	9			9
Miscellaneous	13			13
Total Collection Holdings	**53,797**	**1,750**	**25,612**	**81,159**
Circulation				
Books	71,435	5,876	59,407	136,718
Videos	38,032		19,970	58,002
Audio	17,546	505	3,558	21,609
Magazines	6,289		584	6,873
Puppets			1,311	1,311
Multi-media kits			165	165
Computer software	546			546
Museum passes	40			40
Total Circulation	**133,888**	**6,381**	**84,995**	**225,264**

Other Statistics				
Registered borrowers	6,770	960	2,743	10,498
Number of reference questions	5,969	8,644 est.		14,613
Outreach materials delivered	2,619			2,619
Programs	39		290	329
Attendance at programs	824		5,014	5,838
Registered Internet users	1,359		479	1,838
Public meetings held in library				145
Volunteers				83
Volunteer hours				1,917
Items added				8,107
Items discarded				3,733
Interlibrary loans to other libraries				7,307
Interlibrary loans from other libraries				8,051

Wilbraham Public Access Television

During 2003, Wilbraham Public Access (WPA) has added to the number and quality of programs produced and broadcast over Channel 5. WPA, restricted only by limited equipment and grant money, produced and aired over 200 original programs. WPA volunteers contributed over 2,000 hours in shooting and editing programs relating to local themes, such as the *Tour of Lupa Zoo,* produced by the Friends of WPA Kids Summer Workshop, *The Epicurean Chefs,* a cooking show with local chefs and *A Tour of Adams Cemetery* produced by Peter Ablondi. In addition, WPA staff and volunteer producers also covered and offered educational, informative and exciting programs and forums focusing on important community issues relating to federal, state and town government, schools, senior citizens, public safety, and the environment. WPA Staff has spent more than 220 hours working on Town of Wilbraham productions with local and global themes meant to inform and educate the public like the *Homeland Security* Series produced by Ken Willette, former Fire Chief.

Due to a loss of staff after a Massachusetts grant was cut, Wilbraham Public Access was forced to discontinue its internship program with the Hampden-Wilbraham Regional School District. Some of Wilbraham Public Access' former MRHS interns have gone off to college to study communications, television and film. WPA continues to be successful in providing students and community members with the opportunity to learn all aspects of television broadcasting, culminating in the delivery of community-related programs such as the weekly scheduled news and weather.

Wilbraham Public Access, however, was able to begin an internship program with Western New England College and educate two interns, who aided in production of

WPA programs and assisted several community members with computer instruction. We will continue to take college interns to assist in our community outreach.

The popular WPA Community Bulletin Board, aired over Channels 5 and 63, continued to provide public service announcements about up-coming events sponsored by a variety of community groups, as well as emergency information and weather warnings from the national weather service. At any given time, the WPA Community Bulletin Board on Channel 5 (Community Access) runs an average of 200 public service announcements, and Channel 63 (Government) runs 50 announcements of town and state information.

WPA paid to repair the H-WRSD satellite dish in order to cablecast educational programming on Channel 62, 24-hours, seven-days a week with Annenberg CPB. Annenberg CPB provides educational programming for grades K through 12 as well as programming with credits for teachers' continuing education. The Annenberg Foundation, in partnership with the Corporation for Public Broadcasting, uses media and telecommunications to advance education and excellence in teaching. Weekly Annenberg CPB (CH. 62) schedules can be obtained on the back of WPA weekly schedules found around town, or at www.learner.org.

WPA continues to share program with public access stations in the towns of Ludlow, Longmeadow, and Palmer/Monson.

In their continuing effort to support WPA, the members of The Friends of Public Access Inc. successfully sponsored a Youth Video Workshop; their second Car Show; second Winter Festival entitled Fire & Ice, at Wingate at Wilbraham and completed their first Capitol Campaign. Over the past year, the Friends of Wilbraham Public Access Inc., have purchased a new character generator for the studio and a weather information system for Channel 63 that will help the Town of Wilbraham and its residents better know weather conditions in town. Attentive to the need to grow membership and to promote WPA programs, the "Friends" also continued to publish its newsletter, *The Pixel*.

WPA is open to the public Monday through Friday from 8:30 AM to 4:30 PM. It is open other times by appointment. For more information or to tour the studio, please call 599-0940.

Wilbraham Public Access Cable Television Committee Members:

Linda Fuller, Chair	Sandra Belcastro	Tom Nestor
Ed Chapman, Vice Chair	Ben Hogan	Mary Ripley
Richard Scott, Secretary	Kurt Moore	Ray Syriac

Cable TV Advisory Committee

The Cable Television Advisory Committee reviews the performance of our cable television provider Charter Communications. The current license with Charter Communications remains in effect until March 21, 2007.

John W. Welch, Chairman
Robert Berger
Ronald W. Dowling
Linda K. Fuller
Stephen Judycki
James H. Ross III
Roy Scott

Cultural Council

This year marked a year of learning for the town's Cultural Council as all members save one were newly appointed by the Selectmen. The Cultural Council receives annual funding from the Massachusetts Cultural, a state agency. It is a volunteer board that reviews applications from individuals, schools, and organizations for arts, humanities, and interpretive science projects that provide a local public benefit. The Wilbraham Cultural Council also accepts applications from schools and youth groups for a ticket subsidy program that makes attendance at cultural programs more affordable for youth. After reviewing all applications and taking any public input, the state grant is re-granted to local agencies and artists. Council members are required to attend training provided by the state council.

At the WCC's organizational meeting in September, officers were selected, and council members discussed the philosophy that would guide grant decisions. The council unanimously agreed to continue to follow the statement adopted by the previous council, which is based on Massachusetts Cultural Council requirements: "It is the philosophy of the Wilbraham Cultural Council to provide seed money to town sponsored events, dispersed as equitably as possible to all age groups."

This year the WCC received $2200 from the Massachusetts Cultural Council, and used some funds from its reserve account to make the following awards:

- Commonwealth Opera of Western Massachusetts, $250
- Episcopal Church of the Epiphany Preschool, $150
- Mile Tree School, $150
- Scoule Road School, $256
- Stony Hill School, two grants totaling $617

- ❖ Western Massachusetts Arts Alliance, $60
- ❖ Wilbraham Public Library, three grants totaling $1600

Members appointed this year were:

Susan L. Bennett, Treasurer, for a three year term ending May 2006
Jean Canosa Albano, Chair, reappointed for a three year term ending May 2006
Delight Rothery, member, for a two year term ending May 2005
Jennifer Scully, Secretary, for a two year term ending May 2005
Ivy Ward, member, for a three year term ending May 2006

Goals and projects that the Council will focus on for next year include making more potential Wilbraham applicants aware of the grant program to encourage a more diverse application pool. We would also like to explore avenues for fund-raising to enrich the Council's reserve fund.

Special thanks to former members Charles Bennett, Jennifer Chapin, and Carolyn Zawacki who volunteered their time to orient the new members to their duties.

Jean Canosa Albano, Chair

Historical Commission

The Wilbraham Historical Commission has enjoyed a tremendous resurgence in recent years. The seven-member commission has expertise in historic preservation, historic properties, and town history. We have worked with federal, state and local agencies. The commission also maintains a relationship with many experts in all historic fields, such as archeologists, contractors, and curators.

The commission has been involved in issues of historic significance, such as drafting bylaws for Town Meeting and supporting those proposed by other town committees. We have continued to reorganize our records and archives in order to provide the citizens of Wilbraham better access as well as awareness of our history. We are currently engaged in updating the list of older properties in Wilbraham for documentaion at the state level. We work with several different organizations in town, both public and private. We have established a relationship with the schools and will be a resource for the local history needs of the teachers and students in town. We also look forward to our work with the Wilbraham Public Library. The Documentary Heritage Grant obtained by the library will offer the commission the opportunity to work more closely with not only the library, but with other historical groups in Wilbraham and Hampden.

Our most important task is to chronicle and bring to light the history of Wilbraham. This year, the commission continued our project to tell the story of the town in a series of segments recorded and aired by Public Access Television. Commission member

Richard Howell taped additional segments of *Wilbraham in the American Revolution*. Commission member Bruce Tingle filmed a segment on Wilbraham's role in Shay's Rebellion which also aired on WPA-TV. We were pleased with the response we received.

Anyone wishing to contact the Historical Commission is encouraged to write us at the Town Office Building.

Jennifer Rothschild-Shea, Chairwoman

J. Bruce Tingle, Vice-Chair	Carol M. Albano
Anita LaBarbera, Treasurer	Steven M. Gray
Elizabeth Cahill, Secretary	Richard Howell

Community Gardens

The Conservation Commission sponsors the Community Garden project. It is located near the intersection of Glendale and Monson Roads, on conservation land formerly known as the "Richmond Chicken Farm." The Community Garden project has been in operation for 30 years, since this conservation tract was acquired. The year 2003 was an excellent year, with 51 gardeners renting plots.

This year was similar in endeavors to 2002: obtaining a seed grant from "America the Beautiful" that is valued at $1,500.00, and provides each gardener with $30.00 of free seeds. The plots were deep plowed in May and October in an effort to control weeds.

The Community Garden is self-supporting and runs a small surplus. Plots are available on a first-come, first-served basis with priority given to returning gardeners. Gardeners are invited to attend the garden meeting held at the Wilbraham Public Library in April.

Garden plots are a very generous 25 X 50 feet. Renters are provided with ready-to-plant plots and garden utensils are available. The official opening is Memorial Day weekend although every effort is made to open as soon as weather permits. The rental cost is $15.00 per plot plus a refundable $5.00 clean-up deposit.

If you are interested in joining Wilbraham Community Gardens, you may contact garden coordinator Mike Mosellen, at 596-8949, for more information.

Hampden-Wilbraham Regional School District

Paul C. Gagliarducci, Ed.D.
Superintendent of Schools

The 2002-2003 school year began with some concerns resulting from reductions in the State budget reimbursements. Accordingly, the proposed school budget was pared down to meet the constraints imposed by our two communities. When school opened in late August, there was a sense of commitment and dedication in the air. Realizing the limitations of the budget, we moved forward with our plan to bring the District together as one cohesive unit. Changes were made in curriculum design and delivery that resulted in a more unified approach then in previous years. Committees began their task of alignment and adherence to State and local standards. The results proved to be well worth the effort. As we closed the year, we hoped for a more improved financial outlook that would return several of the cutbacks we endured.

From a perspective of growth, we were sustained by the ongoing support shown by our parents and many supporters. Volunteerism is a linchpin of our total program, and we are fortunate to have so many people who give of their time. Near the end of the school year, a new support group was formed: Wilbraham-Hampden Academic Trust (W.H.A.T.). The goal of this group is to raise funds to help promote creative initiatives at the building level. The great enthusiasm reflected by the members of this group highlighted their potential for making a significant impact. Coupled with other support groups at each building, volunteerism is alive and well in the Hampden-Wilbraham Regional School District. The reports from the building principals and other administrators further illustrate our growth and the importance of those who give freely of their time.

Curriculum
Donna M. Scanlon, Ed.D.
Assistant Superintendent of Curriculum, Instruction, and Professional Development

The Hampden-Wilbraham Regional School District has a rich and rigorous core curriculum, as evidenced by students' excellent accomplishments. The District is currently revising curriculum in order to ensure continuity in grades K-12 and consistency across the schools. Strengthening the integration of technology into instruction to improve learning is also a high priority. The allocation of grant and local funds has allowed the District to establish equity in access to appropriate curriculum materials and resources in the classrooms. All teachers use these resources to design

powerful, standards-based learning opportunities that actively engage students in the learning process.

A good deal of evidence suggests the need to put writing in its proper focus. As stated in "The Neglected R: The Need for a Writing Revolution," a report by the National Commission on Writing (2003), "...facility with writing opens students up to the pleasure of exercising their minds in ways that grinding on facts, details, and information never will. More than a way of knowing, writing is an act of discovery." Basic writing is not the issue; the problem is that most students cannot write with the skill expected of them. National Assessment of Education Progress findings indicate that most students have mastered writing basics, but few are able to create precise, engaging, and coherent prose.

Through a participatory, data-driven process, the District has decided to expand writing's role in learning. A representative group selected writing across the curriculum as an achievement goal that impacts everyone in the classroom, is a valued skill for student success now and in the future; is an area of known, data-based need; and is potentially measurable and observable. Writing across the curriculum is often defined as a tool for developing thinking and for engaging students in learning through inquiry and problem solving. This focus area provides the opportunity for the entire PreK-12 district to work together as a unit toward the very important goal of improving writing.

Curriculum, instruction, and assessment must meet the educational needs of all students and result in steadily improving student achievement. Achieving this condition requires that:

- Effective short-term interventions or long-term support is provided to all students who need it.
- Consistent core materials are available in every classroom.
- Current research-based instructional practices for diverse learners are implemented in every classroom.
- Systems that assist in the continuous monitoring of student progress toward meeting the State and local benchmarks are implemented.
- Released MCAS items and scoring systems are meaningfully incorporated into classroom tests and quizzes at appropriate levels.
- Systematic, long-term, intensive, professional development is provided, along with in-classroom support as needed.
- Instructional technology is fully supported and consistently utilized.

These needs guide professional development priorities and the allocation of resources in the District.

HWRSD Academic Performance
Donna M. Scanlon, Ed.D.
Assistant Superintendent of Curriculum,
Instruction, and Professional Development

Since its inception in 1998, the Massachusetts Comprehensive Assessment System (MCAS) has increasingly become a major source of information with regard to student achievement, curriculum evaluation, and diagnosis of individual student strengths and weaknesses.

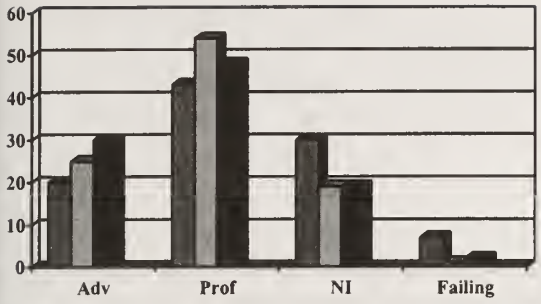
The chart below displays the percentage of HWRSD students who scored at the Advanced or Proficient level in 2001, 2002, and 2003. State results are provided as a frame of reference for comparison.

MCAS	HWRSD Results: Percent of Students Scoring *Advanced/Proficient*			State Results: Percent of Students Scoring *Advanced/Proficient*		
	2001	2002	2003	2001	2002	2003
Grade 3 Reading	80%	85%	87%	62%	67%	63%
Grade 4 English Language Arts	66%	71%	64%	51%	54%	55%
Grade 4 Mathematics	49%	50%	56%	34%	39%	40%
Grade 6 Mathematics	58%	62%	65%	36%	41%	42%
Grade 7 English Language Arts	62%	77%	77%	55%	64%	65%
MCAS	HWRSD Results: Percent of Students Scoring *Advanced/Proficient*			State Results: Percent of Students Scoring *Advanced/Proficient*		
	2001	2002	2003	2001	2002	2003
Grade 8 Mathematics	49%	39%	56%	36%	34%	37%
Grade 10 English Language Arts	62%	78%	77%	50%	59%	61%
Grade 10 Mathematics	62%	66%	65%	45%	44%	51%

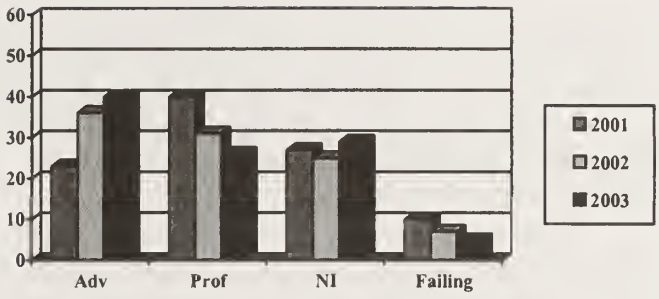
Members of the graduating class of Minnechaug are required to pass both the grade 10 English Language Arts and the grade 10 Mathematics MCAS tests as one condition for receiving a high school diploma. In light of these high stakes, Individual Student Success Plans are created and supplemental learning opportunities are offered to students who score at the Failing level in English Language Arts or Mathematics. It is also important to note that:

- The percentage of 10th grade students who scored at the Failing level in English Language Arts has decreased from 23% to 2% since spring of 2000.
- The percentage of 10th grade students who scored at the Failing level in Mathematics has decreased from 36% to 7% since spring of 2000.

The charts below show the degree of improvement in performance at the Advanced, Proficient, Needs Improvement, and Failing levels at grade 10 from 2001 to 2003.



Grade 10 English Language Arts



Grade 10 Mathematics

The state testing system has been evolving continuously for the last six years. It is expected that by 2005 MCAS will involve testing all third through eighth grade children in reading and mathematics every year. This change is required by the "No Child Left Behind Act", which was signed by President Bush in January 2002. Other subjects will also be tested in certain grades.

In order for students to be appropriately prepared for MCAS and its high stakes, as well as for multiple career and educational options in the 21st century, it is essential that teachers, administrators, parents, community, and students work together knowledgeably over the long-term. Fortunately, the necessary partnerships in the District are vigorous and effective, with a shared commitment to continuous improvement at all levels.

SAT Accomplishments
Carolyn Lewis, MRHS Guidance Director
2002-2003 Comparison of SAT Averages

Verbal		Math
517	Minnechaug	529
516	Massachusetts	522
507	National	519

The graduates of the Class of 2003 at Minnechaug Regional High School represent a group of academically accomplished students. About 88% of this class were accepted at and attend post-secondary institutions of higher education. Of these students, 65% enrolled in four-year colleges and 23% attend public and private two-year colleges.

Many of these students are attending highly competitive colleges and universities including: Bates College, Brandeis University, Bucknell University, Colgate University, College of the Holy Cross, Cornell University, Dartmouth College, Fordham University, George Washington University, Northeastern University, Providence College, Rennsalaer Polytechnic Institute, Simmons College, Skidmore College, Smith College,

Suffolk University, Tufts University, U.S. Air Force Academy, U.S. Coast Guard Academy, and Wesleyan University.

SCHOOL-BASED INITIATIVES

Mile Tree Elementary School
Lynne Kimball, Principal

Mile Tree Elementary School is very fortunate to have such a caring and dedicated staff whose hard work, guidance, and tireless efforts enable our students to grow academically and socially. We cannot do it alone and are thankful to be part of such a supportive community. A day never passes at Mile Tree School without parent volunteers assisting staff and students.

One group of parents spent many hours weeding, planting, and sprucing up our grounds so meticulously that a professional landscaping look was achieved. Parents volunteer on a regular basis in the classroom by assisting students at the computers, editing their journals, and acting as writing workshop volunteers. Others read stories to the children, assist with cooking projects, and supervise special art activities. A dedicated group of parents faithfully come in daily to assist the staff. Others with young children at home or with challenging work schedules make themselves available as volunteers from their home by making books, creating games, cutting out materials for projects, and assembling various crafts.

Many grandparents become actively involved by sharing their travel experiences and their occupations. Senior citizens and folks from the community who don't even have children at Mile Tree graciously donate their time by reshelving library books.

Another group you will often notice in our school are the student teachers, pre-practicum students, and interns. These folks come to us from Springfield College, Westfield State College, Western New England College, and Minnechaug Regional High School. Our staff is willing to devote extra time by sharing their expertise, and providing hands-on experience to help these students prepare for the teaching profession.

The traditional Holiday Library Gift Giving Program continued with a record-breaking year! This is an opportunity to purchase a book for the Mile Tree Library in honor of a teacher, staff member, or friend. There were 112 books purchased for our library with a dollar amount of $1,571. Many thanks for providing the opportunity to carry out our "Up Up and Away with Reading" theme.

Our very active PTO provided the opportunity for school-wide programs such as visits from "Mother Goose" characters and a performance by the Wilbraham Monson

Academy Players. They also put the finishing touches on our playground project by having landscaping completed and blacktop extended for more playground area.

Reading Recovery continues to be a vital program at Mile Tree. Implemented eight years ago, it offers the most effective instructional approaches necessary for providing meaningful first grade education for struggling readers. Reading Recovery is a powerful safety net with a concentrated partnership between teachers, administrators, and parents.

As we pursue accreditation with the National Association for the Education of Young Children, we are conducting a self-study that is truly a worthwhile and enlightening experience. We continue to take advantage of numerous Professional Development opportunities in order to make our school the best and safest place for children to begin their educational journey.

Green Meadows Elementary School
T. Jeffrey Sullivan, Principal

Green Meadows Elementary School would like to highlight the building project and volunteerism. We are pleased to report that our students and staff have made a remarkable adjustment to all the activity going on in and around our building. Our theme throughout this project is, "Construction Now, Instruction Always". Children and staff are working as hard as ever, and opportunities to incorporate the construction into our curriculum are always presenting themselves.

The building project was well underway in 2003, and we are looking forward to its completion in December 2004. Several pictures are posted on the District's web page depicting different phases of the project. When completed, we will enjoy a new media center, computer lab, science lab and eight new classrooms. In addition, all of our existing space will be renovated. This project has been in the works for five years, and all of us are excited about opening our new building.

Dozens of parent volunteers provide service to our school and our children on a daily basis. Parents volunteer by working in classroom 'centers', assisting in reading block, preparing materials for teachers, publishing materials, coordinating Accelerated Math and Reading, and helping with research and computer work. Community and parent volunteers help with the fluoride rinse program once per week and with the vision and hearing screenings each year. Volunteers in Public Schools (VIPS) continue to work with us on several community service projects, in addition to coordinating the popular Read Aloud program, which is supported through the generosity of Monson Savings Bank. We are grateful to all of those parents and friends who donate their time to help make our school the best that we can be.

Our children learn at a young age the value of volunteerism and community service. "Acts of Kindness" is a recurring theme at Green Meadows. Children are encouraged to treat one another with respect and kindness and to learn the value of giving back to the

community. Children "caught doing something good" are showcased in our school lobby each month.

Grandparents Day, Mothers Day Teas, Plays, Portfolio Nights, Holiday Assemblies, and Parent Music Classes are but a few of the activities that involve our parents and community. Community Service learning also included the annual Salvation Army canned goods drive, a special outreach to Hampden's men and women in the armed forces, the Toy For Joy and Giving Tree programs, the "Pennies for Patients" for the Leukemia Lymphoma Society, the Hasbro Giving Tree, and the United Mitochondria Disease Foundation, and making cards and gift boxes for Hampden's Senior Citizens during the holidays. We feel that it is important to help develop qualities associated with community service and acts of kindness in tomorrow's leaders and will continue to look for opportunities to teach these values at Green Meadows!

Memorial Elementary School
Deborah Thompson, Principal

Memorial Elementary School had a very exciting year in 2003. The faculty was engaged in the implementation of two new academic programs that have greatly enhanced student achievement. The *Investigations Math Program* began its first full year of total implementation. Teachers from each grade level met monthly for professional development and for the chance to share ideas, strategies and assessment rubrics so that children had optimal learning experiences. In addition, several teachers were trained in the John Collins Writing Program so that nearly 100% of the faculty of Memorial is trained. This program has allowed us to further develop excellent writing skills in all of our students across all curriculum areas.

Memorial School continues to have a major focus on school climate to foster both the social and emotional growth of children. To help us with this goal, we applied for a competitive grant through the Massachusetts Department of Education entitled *Project Focus*. The purpose of this grant was to empower Special Educators in individual buildings to become leaders among teachers to develop stronger academic programs for special education students. The components of this grant required training for all teachers in the areas of differentiated instruction, giving special education students more opportunities to participate in the general curriculum, and education for non-disabled peers within the building about handicapping conditions. Memorial was one of only ten schools in the Commonwealth to be awarded this grant. With the $3000 grant money we were able to provide stipends for teachers to work collaboratively to plan instruction for all students, purchase materials for classroom use and professional development and to contract speakers around topics such as anxiety disorders, physical and mental disabilities and self esteem. The title of our program was Project P.E.A.C.E. = Promoting Enlightened Accepting Classroom Environments. This project also became Memorial's yearly theme.

The Principal's Community Service Learning Corp, a volunteer group of 46 students, worked hard and enthusiastically developing and carrying out several community

service projects. Our "Giving Tree" unit in November/December was a food drive for the Survival Center in Ludlow. Students and families donated over 790 lbs. of food. In addition, the Corp organized and ran our "Pennies for Patients" program with the Leukemia and Lymphoma Society to raise $1200 for this worthy cause. Also, the children in the Corp worked daily in the school as volunteers to help with recycling, general maintenance of the building and helping the 2nd graders struggling with reading and writing.

Volunteerism at Memorial goes beyond the student body. Parents, grandparents and even siblings work routinely at Memorial assisting with special projects in classrooms or helping with larger, school-wide activities. Without the daily support of all of our volunteers we would not be able to accomplish many of the wonderful "real learning" activities that we do. Our PTO constitutes our largest group of volunteers, and they manage the fundraisers, organize student social events, purchase needed classroom and school supplies, and run the book fairs and bake sales, to name just a fraction of the work of this wonderful organization. Many, many thanks to all of our volunteers for their generous donation of time and talent!

Soule Road Elementary School
Rosemary Brosnan, Principal

Soule Road Elementary School's mission is to provide the best possible education available to its students. As students develop their diverse potentials, they are encouraged to become capable problem-solvers, able to cope and adapt to the ever-changing world about them. Students are given the opportunities to explore and develop essential skills for use as future members of society.

This mission statement drives our commitment for continued improvement in all academic areas, technology and character education. With this in mind, the School Council developed the 2002-2003 School Improvement Plan focusing on three goals:

- To build Soule Road School into a model technology-driven facility by incorporating best practices into all facets of the education experience.
- To create a community of learners engaged in mathematical ideas.
- To continue to a safe, positive and supportive school community

To achieve these goals, the Soule Road School staff continues to attend professional development activities to support their instructional practices.

Soule Road School is fortunate to have over 200 parent and community volunteers that support the school in many vital ways. Volunteers supplement the school librarian's schedule, which makes the library fully operational. Parents volunteer their time daily to assist with the Accelerated Reader and Math programs, and in numerous other ways providing support for the teachers.

The Soule Road School Technology Committee is composed of staff, parents and community volunteers. Over the past few years, this active group has been responsible for working with the District to provide a model technology environment. Their donations and fundraisers have resulted in supplying additional computer hardware and software programs for Soule Road School. The additions to the technology program have allowed staff members to integrate technology into the curriculum in various ways.

The school is fortunate to have a very active PTO that supports the mission of the school. Thanks to its fundraising efforts, the PTO provides cultural arts programs, field trips and school spirit extra-curricular activities. In May, the PTO sponsored the *Souleto Arts Festival*. This successful celebration of the arts included a storyteller and mime, along with displays of student artwork, photography, poetry and short stories. Also included in the program were student instrumental, dance and drama performances and various local artisans from the community who demonstrated painting, weaving and pottery.

The Student Council held many community-based activities. These included: Halloween activities for the patients at the Shriners Hospital, a book drive for students in the Sutton School in West Virginia, a holiday activity for the pre-school students enrolled in the Springfield-Holyoke-Chicopee Head Start program, food drives for the Salvation Army and local Survival Center and *Hugs for Kids* teddy bear collection, which resulted in 100 teddy bears being donated to the children of the activated Westover Reservists.

At Soule Road School, students are able to participate in an assortment of after-school enrichment activities. Accelerated Math Clubs, Fabulous Fossils Club, the Mural Program, Drama Club, Chess, Computer Camp, jewelry making and knitting club are just some of the after-school programs offered.

Stony Hill Elementary School
Eleanor Fernands, Principal

Stony Hill Elementary School salutes its more than 100 volunteers who help make Stony Hill School a better place to learn! Volunteers help students on the Accelerated Math Program, host book chat groups, assist in the library by checking out books and decorating bulletin boards with literature genres, and create the decorations and signs that make the front of the building look so welcoming. Parents also work as copy helpers, publishers, laminators, mystery readers, chaperones and messengers. Our PTO is active in purchasing resources needed to improve our school. Most notably they have provided many new volumes to our library and "literacy closets". Parent volunteers have also worked to help make our Stony Hill School Store a huge success. School volunteers enhance the quality of school life.

Stony Hill students also participate in services for the community. The Stony Hill Senior Citizen Holiday Breakfast is an annual event hosted by 6th grade students. We also have Foster Care Fridays, Pennies for Hope and Operation Shoebox for Life Care. Stony Hill students, together with Mile Tree students, visit The Life Care Center several

times during the year. In addition, Stony Hill Student Ambassadors sponsor charitable events.

At Stony Hill School, faculty and students are focused on continued improvement in academic achievement. The School Improvement Plan for the 2002-2003 school year includes literacy, math and climate initiatives.

The faculty and students join with the district in working on the goal of improved Writing Across the Curriculum. Teachers have participated in an intensive training of the Collins Writing Program. Each grade is working on specific Focus Correction Areas (FCA's) in writing, and on a process to collect continuous data to monitor student improvement. Students are also involved in school-wide reading and writing projects, *Voice of the Tiger* newspaper and the Stony Hill student website. Stony Hill is a busy place to learn.

Thornton W. Burgess Middle School
Noel Pixley, Principal

Thornton W. Burgess Middle School's School Improvement Plan focused on three strategic goals for the 2002-2003 school year. Improving academic growth in the areas of math and language arts continued to be a focus, along with promoting a safe school environment for staff and students, and promoting public relations/communication. Preparing students for the MCAS and other such testing programs continue to be a focus for all staff members at all grade levels. We are pleased to report that due to continued improvements in student performance demonstrated by our 2002 MCAS scores in English Language Arts and Mathematics, Thornton Burgess School students were among the top ten performers in Western Massachusetts in both categories. According to our school's Cycle II Performance Rating, students are performing on target to above target in all areas. Teachers and administrators at Thornton Burgess School continue to be actively involved in various grade level student groups and are immersed in curriculum review, curriculum mapping and various other professional development activities.

For the second year in a row, the staff of Thornton Burgess Middle School again made the unanimous commitment to continue our commitment with the "Foundation for Excellent Schools" (FES). During the school year each grade level team partnered with a local college in order to provide mentoring opportunities for our students in the areas of Math, Science and Language Arts. Our students were able to benefit from this experience in a multitude of ways. Activities such as the Math Carnival helped with research projects and college campus visits provided many exciting learning opportunities. Many thanks to Springfield College, American International College and Westfield State College, who partnered with us for these activities. Through our involvement with the FES, the Thornton W. Burgess Middle School faculty is better prepared to provide high quality educational opportunities for all students.

As in the past, the administration and faculty of Thornton Burgess School would like to recognize the parents, PTO, and Volunteers in Public Schools (VIPS) for their continued support of such programs as our annual magazine drive and Career Day. Through their remarkable and continued support, we are able to offer meaningful field trips and in-school program. Volunteers provided by these groups help in countless ways throughout the school year. Many thanks to those who give their time assisting in the library and classrooms, helping with the Read Aloud program, providing refreshments for a variety of school activities and helping to maintain our courtyards and grounds.

Wilbraham Middle School
Robert Dionne, Principal

Wilbraham Middle School is fortunate to have had the involvement of many of our parents through the PTA and School Council. Our parent volunteers have aided our school in a variety of ways, including such activities as painting the cafeteria and band room, managing the magazine drive, leading the Student Advisory Board, giving talks during lunch on nutrition and the value of eating the right foods, organizing the very successful Career Day, and arranging for a week of foods from different countries and having international students visit to share their culture and language during International Week.

Our students gave of their time and money to raise funds for Camp Sunshine, which provides a camping experience for children with cancer. This year our students also raised money for the troops overseas by buying phone cards so that men and women serving our country would be able to talk to their loved ones. Our students also provided food to the Food Pantry during the holidays.

Minnechaug Regional High School
John K. Logan, Principal

Minnechaug Regional High School continues to excel in the academic, social, and physical education of its students. The faculty and administration remain firmly committed to producing lifelong learners. The following reports from the various departments highlight just some of the wonderful work being done at the high school level.

Family and Consumer Sciences Department: Various guest speakers from culinary post secondary schools visited the department promoting food service related careers. A cooperative interdisciplinary "Musical Feast" program with the Fine Arts/Music department offered students an opportunity to integrate fine arts and practical arts. The department was involved in an Early Childhood Initiative Grant and was represented at the Preschool Enrichment Conference.

Language Department: Several new courses were added to strengthen the department course offerings for advanced language study. Teachers in the department diligently continued their work on the Curriculum Design and Learning Experiences template

aligning what they do in their classes with the Foreign Language Frameworks. Students participated in several educational field trips to such places as the Isabella Stuart Gardner Museum, the Worcester Art Museum, and the Sterling Francine Clark Art Institute. Department members attended conferences dealing with topics centered on standards-based assessments to improve foreign language proficiency, as well as AP exam preparation.

Guidance Department: It is the goal of the department to continue to improve its involvement with the community and to help students and parents better understand the many services provided. Services include such activities as a guidance brochure listing services and programs, "Coffee with Counselors", "College Applications 101", Guidance Advisory Counsel, "Counselors Corner" newsletter column, Financial Aid Night, Junior College Night and a free SAT practice test. The internship program continues to grow with almost 50 students and over 40 mentors participating. Involvement with the Tech Prep program, a federally funded program, also continues to expand with 33 seniors and 30 juniors. During the college admissions process, the department provides direction, resources and support as students research, select and apply to colleges. Over 60 college representatives visit Minnechaug throughout the school year. A workshop with recent Minnechaug graduates gives seniors an opportunity to learn about college life. Several services have been developed to help make the transition for eighth graders and their parents as smooth as possible, including counselor visits to the middle schools and an orientation program.

History and Social Science: The department was active throughout the year with its display case, guest speakers, and curriculum development. Teachers and students participated in programs dealing with the Iraq War, Civil Liberties in a Time of Crisis, new multi-cultural studies, Pocumtuck Valley Memorial Association, Hampden's Historical Society's Adopt-A-Plot program, Media Fest, Phi Alpha State Historical Conference, Model UN, Model Congress, and Mock Law. In addition, the department spent the year reviewing the History and Social Science Frameworks.

Science Department: The department continues to work on developing timelines to insure that the entire science curriculum completes coverage of the "new" 12/20/01 State Frameworks. With the adoption of a new textbook in Level I Earth Science Program, the department worked to align a number of new laboratory activities with the State Science Frameworks. A new lab resulting from work done with the Science Olympiad in paleontology has been incorporated in Earth Science. The Science Olympiad team participated in five regional meets, placing third in Western Massachusetts. They also went to the State meet in Framingham where they competed in twenty different events. The Environmental Club spent a Saturday in March at the Worcester Ecotarium learning about sustainable agriculture, aquatics, forestry, and wildlife. The department has instituted a new user-friendly set of State Frameworks-based performance objectives and a learning activity list for all chapters covered in the chemistry programs. Interactive Physics was the theme for the Physics Program last year. Many of the lab activities in the Intermediate Physics program are now replicated on the computers using the Interactive Physics program.

Media Center: The media center continued the process of evaluating the print collection and developing curriculum frameworks that interface library media with academic classes. Throughout the school year almost 900 classes made use of the Media Center for information gathering. In addition, there were nearly 10,000 individual student visits.

Student Activities: This group had another productive and event filled year. Involvement with alumni groups and class reunions was enhanced by MRHS joining *Classmates.com*. At the annual Evening of Recognition, 166 students were recognized for service, scholarships, and academics. A new and improved Renaissance program further enhanced our recognition of excellence. There were 51 activity groups running throughout the school year, which played an important role in offering students a well-rounded educational experience. The graduating classes of 2004, 2005, and 2006 raised over $30,000 through their respective fundraisers! The culmination of the year's student activities was, of course, the graduation of the Class of 2003, a class of 306 graduates!

Interscholastic Athletics: Minnechaug athletes and their respective teams continued to excel at every level. The comprehensive program offered a total of 30 activities and ranks as a leader in the State. Most important, our athletic teams excel in the classroom with virtually every team at every level receiving the Massachusetts Interscholastic Athletic Association's Academic Excellence Awards for the team's grade point average. The athletic teams' rankings ran the gamut from first to fourth place in league, division, Western Mass, and State championships. These significant achievements represent a very successful and diverse athletic program.

English: The English department continues to offer a broad range of core courses and enrichment offerings designed to meet the needs of three academic levels. All freshmen take Literature and Composition and all sophomores take Exploring Literature. Students in their junior and senior years have a choice of fourteen core electives. Students and teachers within the English department have been recognized in the following ways: the National Council Teachers of English Achievement in Writing Award; our literary magazine received an "excellent" rating from NCTE; and our school newspaper received awards from the International Awards for School News Media, the American Scholastic Press Association, and the Scholastic Press Forum.

Mathematics: The department's main focus during the year was to complete itscurriculum guides consistent with the expectations of the New England Association of Schools and Colleges (NEAS&C). In addition, much time was spent refining our MCAS review process. New teachers were trained in the use of the Carnegie Cognitive Tutor; Accelerated Math was piloted by a number of algebra teachers at the intermediate level; and the Carnegie Program was used with some Elements of Algebra and Intermediate Geometry classes. The very positive results have led the department to apply the Carnegie Program in a similar fashion next year. Also, the Honors Math Analysis curriculum was realigned to better complement the honors sequence of courses.

Fine Arts: In the art area of Fine Arts, the teachers completed the curriculum guides in Art 1 to be consistent with the NEAS&C expectations. Art classes continue to be very popular subjects at Minnechaug and a thriving Art Club is offered after school. Several Minnechaug art students received the Boston Globe Scholastic Art Awards. In the music area of Fine Arts, the music teachers completed most of their curriculum guides for all their courses. All performances of the instrumental and choral groups were a great success artistically, educationally, and in terms of public relations. Several music students represented Minnechaug at the Western District Music Festival, Western District Chorus, and All-State Music Festival. In addition, the bands performed brilliantly at the Dixie Classic Music Festival in Williamsburg, Virginia.

Physical Education/Health: The department continued to revise their curriculum guides and manuals. They will prove to be invaluable reference materials for new teachers in the coming years. Guest speakers augmented classroom instruction in the areas of sportsmanship, alcohol and substance abuse, fire safety, and human sexuality.

Technical Education, Computers, and Business: These three combined departments continue to offer a wide range of elective courses. The department has been focusing most of its workshop and professional development time in modifying the curriculum and individual lessons to better reflect the expectations of the Massachusetts State Frameworks in the areas of critical thinking, problem solving, solution seeking, design process, and competitive events. The department is well on its way to completing the curriculum guides consistent with the NEAS&C requirements. Members of the department participated in the evaluation of the Springfield Central High School, Minnechaug's Block Schedule Review Committee, Intel Corporation's Teach-to-the-Future professional development course, and a Microsoft Office course.

Student Service Department
Thomas Philpott, Director

Student Services comprises special education and related services such as speech therapy, occupational therapy, physical therapy, assistive technology, and school adjustment counseling. Close to 650 students with various disabilities benefit from these services that are designed to promote effective academic and social progress.

The Student Services Department is also responsible for the assessment of over 300 students each year in order to determine the existence of an educational disability; and if a disability is found, whether it inhibits the academic progression of the student in the general education program. If a student is found to have an educational disability, a continuum of service interventions is available to provide the student the most effective support possible in the least intrusive manner. These services range from consultation and monitoring to partial placement in a resource room to full-time placement in a specialized District program or, in a small percentage of cases, placement in a collaborative or private school placement. This sequence of service interventions is critical to the successful remediation of the disabled student's learning difficulties since each student demonstrates unique strengths and weaknesses that must be considered

when creating an intervention plan. There are usually no simple solutions, and no one program will meet all disabled students' needs.

The Hampden-Wilbraham Regional School District has established a reputation for providing quality educational services to students whose disabilities would inhibit school success without the support provided by the various educational and related services mentioned above.

Federal and State grants have allowed the expansion of our assistive technology resources creating an important link between the disabled student and his or her ability to access the general curriculum. Grants have also funded workshops to professional staff for developing a better understanding of the impact educational disabilities have on a student's learning capability. Grants have also allowed the District to hire an Autism Specialist who is able to develop programming that will enhance our ability to work with such students within the District, thus cutting down our dependence on costly out-of-district programs.

Central to the goal of ensuring that all Hampden-Wilbraham students make appropriate academic and social progress is the close cooperation between regular education and special education administrators, teachers, and paraprofessionals. The ability of our staff to work together and in concert with the support of the families in our towns has resulted in a school district that we can all be proud of!

School Nursing
Poppy Nelson, RN, BSN, NCSN, Nurse Leader

Although the staffing numbers for school nurses were reduced, we continue to have very busy health offices in 2003. During the school year 14,413 students were given first aid, 15,182 illness assessments were completed, 14,803 student medications were given, and 4,482 parent phone calls and meetings were accomplished. Overall, there were 46,418 student health clinic visits during the school year.

The Massachusetts Department of Public Health Enhanced School Health Services Grant was cut by 30% in January '03. This resulted in the loss of funding for one nurse in March. However, the district was able to hire a long-term substitute to finish out the school year. The Nurse Leader continued to work closely with the Mass. Department of Public Health, the Community Health Network Area of Greater Springfield, and Claudia Considine, Wilbraham's Public Health Nurse.

Minnechaug Regional High School was a control group for the UMass Medical School "Calling It Quits" smoking cessation program. Eighteen students volunteered to work with the MRHS nurse to complete this successful project.

The nurses administered the Hepatitis B vaccine 3 part series to 20 students in grades 6 and 12 and to 16 faculty and staff members. They also gave 220 flu shots to our faculty and staff.

The Weight Watchers At Work Program was offered after school from September through December as part of our staff wellness program.

Sponsored by the Department of Public Health, the Fluoride Mouth Rinse Program was started in all first grades in the district. The program was very successful with approximately 90% of first graders participating. We thank our wonderful parent volunteers for assisting with this endeavor.

The nurses also thank Marge Trimble, Betty Worthington, and the members of the Wilbraham Women's Club for their tireless efforts in volunteering to test the vision and hearing of hundreds of children in our district from pre-school through high school. Their talents, patience, and ready smiles are very much appreciated!

Adult Community Education and Recreation
Ned Doyle, Director

Completing its sixth year in existence, the Adult Community Education and Recreation Program, "New Beginnings", continues to be most successful. In 2003, 2,209 participants enjoyed the 83 program offerings. The "New Beginnings" program continues to be the umbrella structure for the following entities:

- Adult Community Education Program
- MRHS Summer School Program (including MCAS)
- Elementary Summer Reading Program
- "Summer Programs 'R' You" Program
- Community Recreation Program
- HWRSD-Scantic Valley YMCA Co-Operative Programs

The 2003 "Summer Programs 'R' You", serving the youth of the community, was the most popular program, with 890 participants. The Community Recreation Program, the HWRSD-Scantic Valley YMCA Co-operative Program, and the Adult Community Education Program, all focusing on the adult population, were also extremely popular. The "New Beginnings" program anticipates a very bright future as it continues to provide our communities with excellent enrichment opportunities for individual growth and development.

SCHOOL COUNCILS

The Hampden-Wilbraham Regional School District wishes to acknowledge the effectiveness of the School Councils and to thank them for volunteering their personal time to pursue a commitment to the education of our young people. We would also like the community to recognize the services rendered by these parents and citizens of the HWRSD.

The School Councils for 2002-2003 are listed below.

MILE TREE ELEMENTARY SCHOOL
Lynne Kimball, Principal
Amy Basile
Dina LaMotte
Janet Libby
JoAnn Mack
Pam Pearson
Denise Salerno
Kathleen Santaniello

MEMORIAL ELEMENTARY SCHOOL
Deborah Thompson, Principal
Sherrill Caruana
Katharine Farnham
Lynne Leveillee
Darlene Maconi
Dennis Young

STONY HILL ELEMENTARY SCHOOL
Eleanor Fernands, Principal
Michelle Axtmann
Jenn Bauduccio
Gretchen Cardoso
Andy Cohen
Judy Farrar
Mary Beth Laliberte
Nan O'Connor

WILBRAHAM MIDDLE SCHOOL
Robert A. Dionne, Principal
Carole Alderman
Owen Burke
William Caruana
Linda Cooper
Christopher Eagen
Donald Lavin
Nikki Nadeau
Jane Robinson
Christina Roy
Kyle St. Germain
Andrew Vottero

GREEN MEADOWS ELEMENTARY SCHOOL
T. Jeffrey Sullivan, Principal
Kate Asher
Donna Benoit
Linda Brannigan
Victoria Janeczek
Richard Moriarty
Tina Murphy
Diane Scott
Nancy Thompson

SOULE ROAD ELEMENTARY SCHOOL
Rosemary Brosnan, Principal
Meg Cyr
Krista Hanson
Stephanie Harju
Betty Howarth
Cathy Mahoney
Tom Moran
Louise Pelletier
Karen Rossi
Missy Taft

THORNTON W. BURGESS MIDDLE SCHOOL
Noel Pixley, Principal
Marilyn Berrett
Cheryl Clarke
Bonnie Howell
Phyllis Hultstrom
Ken Peterson
Susan Raimer
Lynn Schmitt
Mary Ellen Shea
Cheri Tanguay
Andrea Tarczynski

MINNECHAUG REGIONAL HIGH SCHOOL
John K. Logan, Principal
Patricia Casey
Elizabeth Contant
Patricia Gordon
Wilbur Jenkins
Clifton Johnson
Meredith Malysz
Patricia Pastoreck
Gary Petzold
Sarah Petzold
Susan Raimer
Gregory Schmutte
Constance Shea

SCHOOL COMMITTEE

Through May 2003	As of May 2003
Ronald E. Thomson, Chairperson	Mary Anne Morris, Chairperson
Pamela C. Burch, Vice Chairperson	Peter T. Salerno, Vice Chairperson
Lois R. Megliola	William Bickley, Jr.
Mary Anne Morris	Scott R. Chapman
Natalie Pedace	Lois R. Megliola
Peter T. Salerno	Natalie Pedace
Paula R. Tingle	Gilles Turcotte

RETIREMENTS DURING 2003

Mary R Brunelle, Mile Tree School
Robert A Dionne, Wilbraharn Middle School
Wayne A Donaldson, Wilbraham Middle School
Robert A Frydryk, Soule Road School
Harry L Goodrich, Minnechaug Regional High School
Carol A Ligarski, Minnechaug Regional High School
Craig Nakashian, Thornton W. Burgess Middle School
Donna Alberici O'Connor, Minnechaug Regional High School
Cynthia E O'Sullivan, Green Meadows School
Patricia Dunn Polchlopek, Minnechaug Regional High School
Dr. Gaylord Saulsberry, Minnechaug Regional High School
David L. Weatherhead, Minnechaug Regional High School
Irene F Webb, Soule Road School
John L Worthley, Minnechaug Regional High School

FIVE-YEAR ENROLLMENT HISTORY

	1998 – 1999			1999 – 2000			2000 - 2001			2001 - 2002			2002 - 2003		
Grade	H	W	T	H	W	T	H	W	T	H	W	T	H	W	T
K	50	162	212	50	144	194	63	193	256	61	180	241	59	179	238
P-1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1	58	149	207	67	177	244	59	176	235	65	210	275	65	192	257
2	86	196	282	57	175	232	66	179	245	62	189	251	71	201	272
3	73	194	267	91	213	304	64	185	249	63	184	247	58	197	255
4	67	224	291	72	204	276	96	217	313	64	195	259	68	184	252
5	82	204	286	72	240	312	75	210	285	95	229	324	64	205	269
6	84	205	289	82	213	295	80	244	324	80	216	296	93	232	325
7	65	204	269	84	216	300	88	221	309	76	251	327	83	217	300
8	78	219	297	64	217	281	88	219	307	88	227	315	79	251	330
9	80	220	300	89	245	334	60	192	252	87	243	330	96	233	329
10	68	202	270	73	209	282	77	200	277	66	222	288	88	240	328
11	66	173	239	63	190	253	82	231	313	72	218	290	59	207	266
12	62	158	220	69	182	251	68	229	313	79	208	287	79	218	297
Other			87			88			85			87			72
TOTAL	**918**	**2508**	**3516**	**933**	**2625**	**3646**	**966**	**2696**	**3747**	**958**	**2772**	**3817**	**962**	**2756**	**3790**

2003 DIRECTORY
HAMPDEN-WILBRAHAM REGIONAL SCHOOL DISTRICT

Mile Tree Elementary School (Grades Pre K – 1)
Lynne Kimball, Principal
625 Main Street, Wilbraham, MA 01095 – Telephone (413) 596-6921
School Hours: 9:00 a.m. to 3:15 p.m.

Green Meadows Elementary School (Grades Pre K – 3)
T. Jeffrey Sullivan, Principal
38 North Road, Hampden, MA 01036 – Telephone (413) 566-3263
School Hours: 9:00 a.m. to 3:15 p.m.

Memorial Elementary School (Grades 2 – 6)
Deborah Thompson, Principal
310 Main Street, Wilbraham, MA 01095 – Telephone (413) 596-6821
School Hours: 8:25 a.m. to 2:40 p.m.

Soule Road Elementary School (Grades 2 – 6)
Rosemary Brosnan, Principal
300 Soule Road, Wilbraham, MA 01095 – Telephone (413) 596-9311
School Hours: 8:25 a.m. to 2:40 p.m.

Stony Hill School (Grades 2 – 6)
Eleanor Fernands, Principal
675 Stony Hill Road, Wilbraham, MA 01095 – Telephone (413) 599-1950
School Hours: 8:25 a.m. to 2:40 p.m.

Thornton W. Burgess Middle School (Grades 4 – 8)
Noel Pixley, Principal
85 Wilbraham Road, Hampden, MA 01036 – Telephone (413) 566-8950
School Hours: 8:25 a.m. to 2:40 p.m.

Wilbraham Middle School (Grades 7 – 8)
Robert Dionne, Principal
466 Stony Hill Road, Wilbraham, MA 01095 – Telephone ((413)) 596-9061
School Hours: 7:50 a.m. to 2:05 p.m.

Minnechaug Regional High School (Grades 9 –12)
John K. Logan, Jr., Principal
612 Main Street, Wilbraham, MA 01095 – Telephone (413) 596-9011
School Hours: 7:30 a.m. to 2:00 p.m.

Superintendent's Office
Paul C. Gagliarducci, Ed.D., Superintendent of Schools
621 Main Street, Wilbraham, MA 01095 – Telephone (413) 596-3884
Hours: 8:00 a.m. to 4:00 p.m.

Wilbraham & Monson Academy

Wilbraham & Monson Academy began its 200th year by welcoming 340 students who have come from 15 states and 12 different countries to live and learn together. Among the day students, 44 are from Wilbraham. Enrollment in the Blake Middle School is 60 students.

Mr. Rodney LaBrecque is in his second year as the Head of School. Mr. LaBrecque served as the Dean of Academic Affairs at Choate Rosemary Hall in Wallingford, Connecticut, for five years prior to spending the last five years in the Silicon Valley planning and designing a new independent middle and high school. For 28 years he has lived in and led both girls and boys dormitories at several New England independent schools. He served for eight years as the Science Department Head at Milton Academy, and taught physics and chemistry at St. Paul's School in Concord, New Hampshire, as well as at Westminster School in Simsbury, Connecticut, and The MacDuffie School for Girls, Springfield, Massachusetts. Further information about Mr. and Mrs. LaBrecque can be found on the Academy Web site: http://WMAcademy.org.

In June 2002 the New England Association of Schools and Colleges (NEASC) granted the Academy another ten-year accreditation. The Visiting Committee made four major recommendations to improve the operation of the school. The Academy will report back to NEASC at the five-year mark in 2007 to report progress on these recommendations.

The Academy is embarked on several initiatives as a leader in independent school operation. In addition to a system of Directed Study to take the place of mandatory study hall, the Academy launched the Center for Entrepreneurial & Global Studies, a business-based series of courses offered to juniors and seniors through the History department. The goal of CEGS is to prepare students for success in the interdependent world of the 21st century. In 2003 the Academy began a $150,000 merit-based scholarship program, the Bicentennial Scholars, as one way of raising the quality of its academic program. The program is modeled after the prestigious Morehead Scholarship at the University of North Carolina. The Academy is committed to bringing bright, committed students to live and study at the school. In 2004, an additional five $15,000 Bicentennial Scholars are being added to the program, which involves co-curricular activities as well as financial assistance.

The Academy has continued a programmed series of renovations to its faculty housing situated along Main Street and Faculty Street. These external and internal renovations should ensure that the historic character of the Main Street area is maintained.

The Academy continues to maintain strong ties with the Town of Wilbraham. Many of our students are involved with local elementary and middle schools. The Academy Repertory Company and Academy Singers perform at many schools. International

students visit the Wilbraham Middle School and speak to social studies classes about their countries and their culture. Through community service students volunteer at day care and senior citizens' centers. The Academy also provides meeting space for local groups and use of its facilities for local athletic teams. We welcome the citizens of Wilbraham at concerts, dramatic performances, lectures, and athletic events on campus. The Beech Tree Summer Camp provides a stimulating day camp experience for many local youngsters. In addition, the bulk of the Academy's $10 million operating budget is spent locally. We are extremely proud to be an important part of the Town of Wilbraham, as we have been for nearly 200 years.

Submitted,
Rodney LaBrecque, Head of School

This Town Report is available, upon request,
in alternate formats
(large print, audio tape, etc.).
Please direct your request to
William J. Fogarty,
Town Administrator/ADA Coordinator,
240 Springfield Street, Wilbraham, MA 01095
or call (413) 596-2805.

TOWN OF WILBRAHAM

Visit the web site

www.ci.wilbraham.ma.us

2004
Annual Report
Town of Wilbraham

The Promise of Partnerships:

Prosperity & Progress

2004 Annual Report

WILBRAHAM PUBLIC LIBRAR

Town of Wilbraham

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Foreword

◁ Collaboration ◁ Alliance ◁ Relationship◁
◁ Joint Venture ◁ Partnership ◁ Consortium◁

The Town of Wilbraham is fortunate to have good relationships with many private organizations – with the business world, with other government entities, and with private service groups. We have benefited from these relationships over the course of many years.

During the past year the town has collaborated with the **Scantic Valley YMCA** to provide modern program space for the Recreation Department and the Senior Center. Seniors have a clean comfortable meeting room, a fully outfitted kitchen for meals, and private space to talk with outreach staff. The Recreation Department has a greeting and reception area, space for equipment, and easy access to the town's playing fields and facilities at Spec Pond next door. Residents who use senior services or recreation programs can combine their visits to participate in YMCA fitness programs or recreational swimming. The YMCA is a willing and valuable partner. Our commitment to become good tenants allowed the YMCA to go forward with a major building program, and created a natural alliance with seniors and young families who will benefit from YMCA programs and facilities.

Selectmen were very pleased to attend the official opening of the Spear Youth and Family Center in October 2004 and acknowledge the special place the new facility will have in our community life.

While the YMCA is one highly visible partnership which we can all be proud of, there are many other partnerships which go on every day, very quietly, enriching our lives, delivering town services more effectively and efficiently, and providing opportunities which may be beyond the ability of town government to respond.

During the past year, another partnership has undertaken a project which will benefit Wilbraham for many years to come: the **Minnechaug Land Trust** was created this past year, drawing on the success and experience of the Hampden Land Project. Wilbraham residents took leadership positions in the MLT, accepting the mission of protection of important tracts of open space. Their task is focused on the acquisition of the Rice Fruit Farm, a 260- acre parcel of forest, orchard, field, mountain and wetlands which would otherwise be the target of development. Serving as it does as a green space between Main Street and Peak Road. It will take a considerable effort to finance the purchase for the Town of Wilbraham. The MLT is dedicated to obtaining government subsidies and private donations for the purchase. The members of MLT have a vision for open space that has been endorsed by Wilbraham citizens.

Public Partnerships and Regional Solutions

- SEWERS – Agreements with the City of Springfield to provide capacity for Wilbraham homes and businesses.
-
- WATER – Water for Wilbraham homes and business is provided by participation in the Massachusetts Water Resources Authority (Quabbin Reservoir).

- FIRE – Mutual aide agreements allows neighboring towns to assist with Wilbraham events and vice versa.

- AMBULANCE – Joint training agreements allow Wilbraham to increase skills at all levels of emergency response; mutual assistance agreements allow response to and from neighboring towns during significant emergency events.

- REGIONAL SELECTMEN – The Board of Selectmen meets regularly with selectmen and administrative staff from East Longmeadow, Longmeadow, Hampden, and Ludlow. An exchange of ideas and frank conversation leads to greater cooperation and understanding of municipal concerns.

- SCANTIC VALLEY HEALTH TRUST -- This trust allows the towns of East Longmeadow, Longmeadow, Hampden, and Wilbraham to provide health insurance benefits at competitive rates for town employees.

- PUBLIC LIBRARY— Interlibrary loan is available through C/WMARS, a library consortium of over 100 libraries in western and central Massachusetts.

- SOLID WASTE AND RECYCLING – Enhanced services, such as safe disposal of household hazardous waste at a central collection point, are provided to residents by cooperation with the towns of East Longmeadow, Longmeadow, Hampden, Ludlow, and Palmer. The town participates in the regional Materials Recycling Facility (MRF) for cost-effective disposal of basic recyclable materials. The MRF subsidizes local efforts by providing a payment dividend to participating towns when the market for recyclables is favorable.

- REGIONAL HEALTH – Recent programs involve the Health Agent and Public Health Nurse in planning for bioterrorism and other health emergencies in cooperation with several Western Massachusetts cities and towns. A collaboration with East Longmeadow, Longmeadow, Ludlow, Palmer, and Monson provides ongoing enforcement of tobacco regulations to prevent youth access to smoking products.

- HAMPDEN-WILBRAHAM REGIONAL SCHOOLS – The town's most visible partnership was created more than ten years ago to provide education for students in both towns. It is an enduring partnership with the highest goals and objectives.

- DOG CONTROL – Costs of the dog shelter are shared with Ludlow, which has been a full partner in the dog shelter from the time it was planned. Wilbraham and Ludlow have informally shared a number of expenses over the years, resulting in savings for both towns.

Private Partnerships and Cooperative Agreements

- COUNTRY CLUB OF WILBRAHAM operates an 18-hole golf course for Wilbraham residents. The town-owned land is leased to the private club. A portion of the annual rent is dedicated to the purchase of open space.

- The ANTHENEUM SOCIETY is the caretaker of the Old Meeting House on Main Street. This town-owned building is listed with the National Register of Historic Places. The private historical society is home for collections of town-related artifacts and documents, and provides dynamic, thoughtful public programs to the greater Wilbraham community.

- The CHILDREN'S MUSEUM is a private organization providing play space and programs for pre-school children. It is the caretaker of the town-owned building at 678 Main Street.

- The WILBRAHAM SOCCER CLUB has invested heavily in improvements to town-owned land on Stony Hill Road, adjacent to the Middle School. Regional leagues for youth of all ages play on the fields and have brought positive recognition to the town.

- The WILBRAHAM NATURE AND CULTURAL CENTER partnered with town and state government to acquire and operate Fountain Park, home of the Peach Festival and an open space resource available to the community.

- WILBRAHAM & MONSON ACADEMY has a long history of cooperation and mutual interest with the Town of Wilbraham. In addition to offering facilities for town government meetings, the Academy is a good neighbor, keeping sidewalks clear of snow and participating in the preservation of our center village.

With a little help from our Friends

Among organizations that benefit all residents are private groups dedicated to the support of government services beyond what can be achieved by tax dollars alone. The **Friends of the Library**, **Friends of Recreation**, **Friends of Public Television**, **Friends of Seniors**, and the **Wilbraham-Hampden Academic Trust** (WHAT, Inc.) are groups of citizens who have a shared interest in a government service area. They raise money, solicit gifts, and pour their hearts into the community. They hold bake sales, tag sales, and car shows, reach into their own pocketbooks, and tap into the business network to fund improvements to playing fields, purchase books, put a senior transportation van on the road, and purchase equipment for the schools or public access television. Many thousands of dollars have come into town programs because of these efforts, one project at a time, one item at a time. The members ask little in return, and in that sense, it is a very lop-sided partnership, with program participants being the big winners. Thank you Friends.

James E. Thompson, Chairman
Kevin J. Moriarty, Selectman
David W. Barry, Selectman

Recognition and Commendations 2004

During the past year, Selectmen were pleased to commend and recognize the following:

Polish American Veterans Club
Appreciation for community spirit and hosting of community events, including information meetings of interest to the neighborhood

Women's Club
Julie Trombley, Marjorie Trimble,
Donald & Catherine Tucker
Appreciation for gifts, including volunteer efforts, for improvements to Crane Park

Bruce Tingle & Richard Howell
Appreciation for service on the Historical Commission

Kevin Dorsey & Ken Furst
Appreciation for service on the Finance Committee

Anne Turcotte & Gilles Turcotte
Appreciation for many years of service as dog officers

M. Ben Hogan
Appreciation for service on the Public Access TV Committee

Marty Baron
Appreciation for service on Solid Waste Advisory Committee

Richard Scortino
Appreciation for service as Assistant Superintendent for Business at Hampden-Wilbraham Regional School District.

Minnechaug Volleyball Team
Congratulations and commendation for winning the 2004 State Volleyball Championship

Minnechaug "As Schools Match Wits" Team
Congratulations and commendation to students for winning the 2004 Championship

Patrick Phelan
Commendation and recognition for being named 2003 Gatorade National High School Boys Soccer Player of the Year (Wilbraham & Monson Academy)

Professional staff, Town of Wilbraham
Appreciation for Annual Town Meeting efforts

American Red Cross
Commendation for community programs; designation of March as American Red Cross Month

Employees of the Department of Public Works, Water Division
Acknowledging exemplary performance in maintaining water quality standards and receiving recognition from the Department of Environmental Protection

John E. Drost, John W. Devine &
William E. Wells
Appreciation and recognition for volunteer efforts as sponsors and boosters of the recreational field improvements

Allen M. Stratton, Parade Marshall
James Burke, director and co-chair
Charles H. Higgins, director and co-chair
Appreciation and recognition for community service, 2004 Peach Festival, Wilbraham Community Association

Wilbraham Government Volunteers
Commendation and recognition of civic and community volunteers; designation of May as Volunteer Recognition Month

Representative Gale D. Candaras
Appreciation for special efforts on behalf of Wilbraham, particular relating to Boston Road/Spec Pond traffic planning and acquisition of open space

Gordon W. Wagner, Andrew J. Shea
Andrew C. Lamp, Judson Q. Smith
Jonathan Caruana, Graham Rockwell
Brendon S. Boyea & Michael Palmioli
Boy Scouts of Troops 359 and 177: recognition for achieving Eagle Rank

Elizabeth Curren & Erin Flynn
Recognition for achieving the Girl Scout Gold Award

In Memoriam

Robert H. Berger
1919-2004
Finance Committee
Cable TV Advisory Committee

Walter E. Lawler
1918-2004
Health Inspector

Dr. Allen S. Peck
1928-2004
Ambulance Oversight Committee
Advisory Board of Health

Barbara M. Putnam
1915- 2004
Council on Aging
Pines Community Center Building Committee

Audrey Riga
1937 - 2003
Housing Partnership Committee

Rev. Melvin Williams
1937-2004
Council on Aging

Truman R. Swallow
1922-2004
Atheneum Society
Special Town Committees

Best wishes to retirees

Gordon Long
Tree Warden

Anne Turcotte
Assistant Dog Officer

Gilles E. Turcotte
Dog Officer

Retirees of the
Hampden-Wilbraham Regional School District
are listed on page 139

Wilbraham Facts

Settled: 1731
Incorporated: June 15, 1763
Population: 13,473 (federal census 2000)
Dwellings: 5048
Area: 22 Square Miles
Highest Altitude: Mount Chapin 937 feet

Each May the Town of Wilbraham holds an **Open Town Meeting**, one of the most respected forms of self governance, traditional throughout New England. Registered voters may attend this annual business meeting to make decisions about the town's resources and services. Acting as the legislative branch of local government, the Town Meeting makes bylaws, appropriates the operating budget, and makes other decisions about the town's future. Occasionally, Special Town Meetings are held, usually in the fall. Citizen participation is vital to the success of Open Town Meeting government.

The Town of Wilbraham is granted its authority by the state constitution, state statutes and local bylaws. Major functions of town government include: providing public safety, public education, public works (including roads, bridges, water, and sewers), assessing, billing and collecting local taxes, registering voters and supervising elections, issuing licenses and permits, and enforcing building and sanitation codes.

Public Schools

Grade Pre-K-1 Mile Tree School (596-6921)
Grade 2-6 Memorial School (596-6821)
Grade 2-6 Stony Hill School (599-1950)
Grade 2-6 Soule Road School (596-9311)
Grade 7-8 Middle School (596-9061)
Grade 9-12 Minnechaug Regional High School (596-9011)

Churches

Christ the King (Lutheran) – 758 Main Street
Church of the Epiphany (Episcopal) – 20 Highland Avenue
Evangel Assembly of God (Pentecostal) – 2341 Boston Road
Glendale United Methodist Church – 944 Glendale Road
Grace Union Church (Congregational) – Chapel Street
New Life Community Church – 4 Stony Hill Road
St. Cecilia Church (Roman Catholic) – 64 Main Street
Wilbraham United Church (Congregational Methodist) – 500 Main Street
Wilbraham Bible Church

Private Schools

Wilbraham & Monson Academy - 423 Main Street

Directory: Departments & Services

EMERGENCIES
911
Fire, Police, Ambulance

Accounting	596-2800
Ambulance, Non-emergency business	596-2273
Board of Appeals (Zoning)	596-2822
Assessors	596-2817
Building Department	596-2834
Inspection Appointments	596-2804
Conservation	596-2822
Dog Officer	599-1253
Public Works , Engineering	596-2807
Fire Department, Non-emergency business	596-3122
Housing Authority	543-1700
Library	596-6141
Planning & Community Development	596-2806
Police Department, TDD	596-4357
Police Department, Rape Reporting Only	596-2100
Police Department, Non-emergency business	596-3837
Public Access Television	599-0940
Charter Communications (cable subscriber services)	*800-634-1008*
Recreation	596-2816
Coach Information	596-2402
School, Superintendent	596-3884
Selectmen/Town Administrator	596-8111
Senior Center	596-8379
Tax Collector	596-2813
Town Clerk	596-2809
Trash Bags & Recycling	596-2814
Treasurer	596-2811
Veterans Services	596-8111

Wilbraham on the Web

With links to town departments and divisions

www.wilbraham-ma.gov

Friends of Public Television: www.friendsofwpa.org
Public Television: www.wpatv.org
Public Library: www.wilbrahamlibrary.org
Recreation: www.wilbraham-ma.gov/rec

Federal and State Delegation

GOVERNOR
Mitt Romney
State House Room 360
Boston, MA 02133
Phone: 1-617-725-4005

U.S. SENATOR
Edward M. Kennedy (D)
J.F.K. Building, Suite 2400
Boston, MA 02203
Phone: 1-617-565-3170

317 Russell Senate Office Building
Washington, DC 20510
Phone: 1-202-224-4553

U.S. SENATOR
John F. Kerry (D)
One Bowdoin Square, 10th floor
Boston, MA 02114
Phone: 1-617-565-8519

304 Russell Senate Office Building
Washington, DC 20510
Phone: 1-202-224-2742

One Financial Place
Springfield, MA 01103
Phone: 413-785-4610

REPRESENTATIVE
2nd Congressional District
Richard E. Neal (D)
Federal Office Building
1550 Main St. (suite 309)
Springfield, MA 01103
Phone: 413-785-0325

2133 Rayburn House Office Building
Washington, DC 20515
Phone: 1-202-225-5601

REPRESENTATIVE
12th Hampden District
Gale D. Candaras (D)
17 Main Street
Wilbraham, MA 01095
Phone: 413-599-4785

State House, Room 478
Boston, MA 02133
Phone:1-617-722-2040

SENATOR
1st Hampden District
Brian P. Lees (R)
527 Main Street
Indian Orchard, MA 01151
Phone: 413-543-2167
State House
Boston, MA 02133
Phone: 1-617-722-1291

TOLL FREE CITIZEN INFORMATION
Secretary of the Commonwealth
1-800-392-6090
Commonwealth on the Web: www.mass.gov

Elected Officials

Board of Selectmen & Board of Health

James E. Thompson	(D)	2005
Kevin J. Moriarty	(D)	2006
David W. Barry	(D)	2007

Town Clerk

Beverly J. Litchfield	(D)	2006

Moderator

Arthur F. Dionne	(R)	2006

Board of Assessors

John M. Wesolowski	(R)	2005
Lawrence G. LaBarbera	(R)	2006
Richard J. Howell	(R)	2007

Regional School Committee

Peter Salerno	(R)	2005
D. John McCarthy	(R)	2005
William J. Bickley, Jr.	(R)	2006
Gilles E. Turcotte	(D)	2006
Marianne Desmond	(R)	2007

Tree Warden

Gordon R. Long	(R)	2006
(retired December 2004)		
Richard C. Swain	(R)	
(appointed partial term to 2005)		

Cemetery Commissioners

Donna L. Fountain	(R)	2005
VACANCY		2006
Dana-lee Luzi		
(appointed to vacancy to 2005)		
Peter W. Ablondi	(R)	2007

Water Commissioners

Albert E. Kirk	(R)	2005
Zigmund A. Peret	(R)	2006
Alan R. Burch	(R)	2007

Board of Library Trustees

Coralie M. Gray	(R)	2005
Llewellyn S. Merrick	(R)	2005
Janet L. Shea	(R)	2006
Susan Magee	(R)	2006
William R. Massidda	(R)	2007
James S. Jurgens	(R)	2007

Planning Board

Richard E. Butler	(R)	2005
Frederic W. Fuller III	(R)	2006
Laurie Ely Bongiorni	(D)	2007
(resigned)		
Kenneth Tichacek	(D)	
(appointed partial term to 2005		
Edward T. Stevenson	(R)	2008
Christopher R. Leisey	(R)	2009

Housing Authority

Michelle Lawler	(R)	2005
Richard D. Bourgeois	(R)	2006
William D. Crocker Jr.	(U)	2007
Anne Turcotte	(D)	2008
R. Earl Hermance	(R)	2009
(State appointee)		

Poundkeeper

Gilles E. Turcotte	2005

Surveyors of Lumber

Edward P. Lindsay Jr.	2005
William H. Garvey	2005

Measurers of Wood & Bark

Stanley Gore	2005
William H. Garvey	2005

Field Drivers

Dorrance T. Green	2005
John Garvey	2005

Weighers of Grain

Alton McDonald	2005
Jesse L. Rice	2005

Department Directors

(appointment date noted, if applicable)

Town Administrator
William J. Fogarty (2007)

Town Clerk
Beverly Litchfield (2006)

Treasurer/Collector
Thomas P. Sullivan

Town Accountant
JoAnne DeGray (2006)

Assistant Assessor
Manny Silva (2005)

Police Chief
Allen M. Stratton (2006)

Fire Chief
Francis W. Nothe (2005)

Director, Central Dispatch
Thomas Cortis

Director, DPW, Town Engineer
Edmond W. Miga Jr. (2006)

Assistant Director, DPW
Ronald Lavoie

Superintendent of Streets
Frank Shea

Director, Water Department
Michael Framarin

Director, Planning Department
John Pearsall

Director, Information Technology
John Sternala

Building Inspector/Zoning Officer
Lance Trevallion (2005)

Director, Recreation Department
Bryan Litz (2007)

Director, Library
Christine Bergquist

Director, Public Access TV
Caroline Cunningham

Director, Senior Center
Dorothy Hooper

Sanitarian & Inspector (Health Agent)
Lorri McCool (2005)

Appointed Officials, Boards & Committees

Assistant Town Accountant

Nancy Johnson	June 2005

Council on Aging

Theresa B. Munn	May 2005
Fred Biel	May 2005
Marguerite Zwarycz	May 2005
Virginia Rickert	May 2006
Diane Sartwell	May 2006
VACANCY (pastoral adv.)	May 2006
Barbara Fisk	May 2007
Alfred Brazee	May 2007

Ambulance Oversight Committee

Brad Pinney	May 2005
Larry Robbins	May 2005
Paula Chevrier	May 2006
John Liebel	May 2007
Robert Chapdelaine	May 2007

Animal Inspector

Dorsie R. Kovacs, DMV	April 2005

Animal Control Officer

Gilles Turcotte (retired Dec 2004)	May 2005

Assistant Animal Control Officer

Anne Turcotte (retired Dec 2004)	May 2005

Archivist

Coralie M. Gray	May 2005

Board of Appeals (Zoning)

Thomas W. Counos	May 2006
Edward E. Kivari	May 2006
Carol Lynch	May 2007

Associate Members:

Charles A. Pelouze	May 2005
Mark J. Albano	May 2006

Board of Registrars

John Shea (R)	May 2005
Thomas Mango (D)	May 2006
Rodney Fountain (R)	May 2007

Cable TV Advisory Committee

Linda K. Fuller	May 2007
Roy Scott	May 2007
Richard Scott	May 2007
John Stearns	May 2007
VACANCY (3)	May 2007

Capital Planning Committee

John Pitoniak	May 2005
Michael Mazzuca	May 2006
Patrick Brady	May 2006
Sue Bunnell	May 2007
Robert L. Quintin	May 2007

Community Preservation Committee

Planning Board representative:

Eric Fuller	May 2005

Conservation Comm. representative:

Stoughton Smead	May 2007

Housing Authority representative:

Anne Turcotte	May 2005

Selectmen's appointee:

Frank A. Everton	May 2007

Open Space Plan Com. representative:

James Mauer	May 2007

Historical Comm. representative:

Sheralee Tershner	May 2006

Recreation Comm. representative:

Open	May 2006

Conservation Commission

Patricia A. Ross	May 2005
Robert McMaster	May 2005
Karen Leigh	May 2006
George Reich	May 2006
Thomas R. Reavey	May 2006
Christopher J. Brown	May 2007
Stoughton L. Smead	May 2007

Constable

Kirk Burkins	May 2005
Alton McDonald	May 2005

Cultural Council

Delight Rothery	May 2005
Jennifer Scully	May 2005
Ivy Ward	May 2006
Susan L. Bennett	May 2006
Carolyn Zawacki	May 2007
Lucy Pelland	May 2007
VACANCY	May 2007

Commission on Disabilities

VACANCY	May 2005
Evelyn O'Brien	May 2005
Diane DaSilva	May 2005
John R. Chase	May 2006
Elaine Scott	May 2006
John Albano	May 2006
Debbie McDonald	May 2007
VACANCY (town official)	May 2007
VACANCY	May 2007

Electrical Inspector

Daniel Driscoll	May 2005

Fair Housing Committee

James Barrett	May 2005
Michael Mazzuca	May 2005
Carolyn Zawacki	May 2005

Fence Viewer

Jesse L. Rice	May 2005

Finance Committee

Kevin O'Donnell	May 2005
Robert G. Gale	May 2005
Judith A. Curran	May 2005
Susan Bunnell	May 2006
Domenick LaSorsa	May 2006
Timothy Walsh	May 2006
Patrick Brady	May 2007
Victor Varga	May 2007
Marcia Zimmer	May 2007

Board of Fire Commissioners

Alton E. McDonald	May 2005
Gary Petzold	May 2006
John N. Sampson	May 2007

Grange Hall Advisory Committee

Marty Baron	Sept 2004
Sandra Belcastro	Sept 2004
Cameron Belcastro	Sept 2004
Eric Fuller	Sept 2004
Mitchell Kowynia	Sept 2004
Joseph Lawler	Sept 2004
Llewellyn Merrick	Sept 2004
Paul Murray	Sept 2004
Robert L. Quintin	Sept 2004
Jennifer Rothschild-Shea	Sept 2004
Joseph Salvador	Sept 2004
Stoughton Smead	Sept 2004
Ken Tichacek	Sept 2004

Advisory Board of Health

Marie B. Chivers	May 2005
Judith C. Dionne	May 2005
Catherine Jurgens	May 2005
Kirtikant P. Kantesaria	May 2005
Thomas G. Magill	May 2005
Loralee Nelson	May 2005
Delores Talbot	May 2005

Advisor, Board of Health

Walter J. Pacosa	May 2005

Historical Commission

VACANCY	May 2005
VACANCY	May 2005
Jennifer Rothschild-Shea	May 2005
Sheralee Tershner	May 2006
VACANCY	May 2006
VACANCY	May 2007
Carol M. Albano	May 2007

Historic District Study Committee

Carol Albano	{to project
Beth Bragga-Williams	{completion
Llewelly Merrick	
Warren Rothschild	
Kevin Rothschild-Shea	
Sandra Sanders	
Sheralee Tershner	

Insurance Advisory Committee

Clifton Graves (police union)
Dorothy Hooper (non-union)
John Kirchof (retiree rep)
Glenn Trevallion (fire union)
Richard Zamora (municipal union)
VACANCY (2)

Local Emergency Planning Committee

David W. Barry	May 2005
Thomas Cortis	May 2005
Caroline Cunningham	May 2005
William J. Fogarty	May 2005
Ralph Guyer	May 2005
Dorothy Hooper	May 2005
Holly Jerdi	May 2005
Lorri McCool	May 2005
Edmond J. Miga	May 2005
Steve Nembirkow	May 2005
Francis Nothe	May 2005
Bradley Pinney	May 2005
Robert A. Ruszeck	May 2005
Stoughton Smead	May 2005
Allen M. Stratton	May 2005
Nick Yarmac	May 2005

Open Space and Recreation Plan Committee

Kathleen Collins	May 2005
Stephen Bosworth	May 2005
Rodney Fountain	May 2005
Steve Lawson	May 2005
Kathryn Leary	May 2006
Cathy Callaghan	May 2006
Suzanne Garber	May 2006
James Mauer	May 2006
Charles Phillips	May 2007
Kathy Sweeney	May 2007
Coralie M. Gray	May 2007
VACANCY	May 2007

Park Commissioner & Pest Control

Richard Swain	May 2005

Parking Clerk

Diane Guihan	May 2005

Personnel Board

Stacy A. Szwarckop	May 2005
Jack Wilson	May 2005
Jennifer C. Bourgeois	May 2006
Camie Lamica	May 2007
VACANCY	May 2007

Planning Board Associate

Susan Burk	Oct 2005

Playground and Recreation Commission

Karen Murphy	May 2005
Stanley Soja	May 2005
Mark Jones	May 2005
Mary Burnham	May 2006
Thomas Courtney	May 2006
Kevin Burnham	May 2007
Donna Borchers	May 2007

Plumbing and Gas Inspector

Bernard Sears	May 2005

Public Access TV Committee

Sandra Belcastro	May 2005
Edward J. Chapman	May 2005
Linda K. Fuller	May 2005
Kurt Moore	May 2005
Thomas M. Nestor	May 2005
Mary Ripley	May 2005
Richard Scott	May 2005
Raymond Syriac	May 2005

Public Safety Building Committee

David W. Barry	{to project
Susan Bunnell	{completion
James Burke	
John Doleva	
William J. Fogarty	
Ralph Guyer	
Francis Nothe	
Edward T. Rigney	
Allen M. Stratton	
Marcia B. Zimmer	
Jeffrey T. Wilcox	
Alton McDonald (*ex officio*)	

PVPC Alternate Commissioner
John Pearsall Oct 2005

PVPC Joint Transportation
Tonya Basch May 2005

PVTA Advisory Board
William Lyons III May 2005

Sealer of Weights and Measures
William H. Garvey May 2005

Sewer Advisory Committee
James V. Dowd May 2005
Glen Zenor May 2005
Joseph R. Kakley May 2006
Kelvin S. Kwong May 2006
Ruly Zachary May 2007

Solid Waste Advisory Committee
Leon Carpenter May 2005
Barbara Cooper May 2005
Kevin Dorsey May 2005
Matthew Metzler May 2005
Roy Scott May 2005
Glen Zenor May 2005

Tax Title Custodian
Thomas Sullivan May 2005

Assistant Town Clerk
Carole Tardif May 2006

Town Counsel
Michael T. Hassett May 2005

Veterans' Agent
Richard J. Prochnow May 2005

Veterans' Graves Officer
William H. Garvey May 2005

Democratic Town Committee

Dana-Lee Luzi Chairman
Matt Flanagan Treasurer
Caroline Zawacki Secretary

Elected Members
Dabid Barry
Gale D. Candaras
Daniel J. Driscoll
Laurie Ely-Bongiorni
Joseph Falzone
Judy Falzone
Francis Flanagan
Edward W. Irla Sr.
Mark Jones
Beverly Litchfield
Barbara Ann Los
Dana-Lee Luzi
Todd Luzi
Thomas Mango
Charlotte Mercier
Russ Mitchell
John F. O'Connor
Natalie Pedace
Steven Reilly
John Sullivan
Anne Turcotte
Gilles Turcotte
Mary Jane Willms
Arthur Wolf
Caroline Zawacki

Lifetime Members
John Fitzgerald
Thomas Gallagher
Mary Elizabeth Hadley
Maralyn Jackson
Barbara Kirby
Joseph Mathews
Kevin Moriarty

Associate Members
Virginia Barry
Michael J. Flynn
Lisa Jones
Edward E. Kivari, Jr.
Patricia Nordstrom
Claire O'Connor
Stella Pierce
James E. Thompson

The Democratic Town Committee promotes the election and appointment of qualified

Democrats for public office. Any registered Democrat interested in joining the Democratic Town Committee is invited to contact any member for information.

Republican Town Committee

The Wilbraham Republican Town Committee (WRTC) reminds everyone their vote does count! The purpose of the WRTC is to promote the principles, ideas, and candidates of the Republican Party and to ensure quality representative government. The Committee will continue to seek and support qualified Republicans for public office at all levels of government. If you are interested in becoming a member of the WRTC please contact us by e-mail (cmalandrinos@hotmail.com) or write to WRTC, 28 Victoria Lane, Wilbraham, MA 01095.

Cheryl Malandrinos	Chairman
Larry LaBarbera	Vice Chairman
George Reich	Treasurer
Janet Shea	Secretary
Judith C. Dionne	Nominating Chairman

Elected Members

Barbara Bourcier
Alan Burch
Pamela Burch
David Chivers
Susan Crocker
William Crocker Jr.
Donna L. Fountain
Rodney W. Fountain
Richard J. Howell
Kathryn Jenkinson
Anita LaBarbera
Catherine W. Labine
Richard Labine
Joseph Lawler
Michelle Lawler
Christopher Leisey
Craig Nakashian
Camille Nemr
Deborah Reavey
Thomas Reavey
Constance Sattler
Roy L. Scott
Anthony J. Vecchio
Joan Vecchio
John Wesolowski
Arthur Dionne
Sarabeth Fuller
AnnMarie Kibbe
D. John McCarthy
Joyce McComb
Patrick McComb
Lois R. Megliola
Linda Prystupa
Elizabeth Sallade
Frederick Sallade
Garrett Smith
Edward Szczebak

Associate Members

Peter Ablondi
Jeremie Arthur
Francis C. Barbaro
Richard G. Bourgeois
Adele Chester
Carol Colitti
Eileen Deane

Honorary Members

Herman Grandchamp
Brian P. Lees, State Senator

Scheduled Meetings

All meetings are subject to change.
All meetings are posted with the Town Clerk at least 48 hours in advance.

Contact committee before bringing item for discussion to allow for agenda preparation.

COUNCIL ON AGING
1st Wednesday, 7:15 p.m.
Senior Center

HOUSING AUTHORITY
2nd Tuesday, 7:00 p.m.
At Miles Morgan Court January then alternating months
At The Pines, February then alternating months

BOARD OF LIBRARY TRUSTEES
3rd Tuesday, 3:00 p.m.
Library

PLAYGROUND AND RECREATION COMMISSION
1st Thursday, 7:00 p.m.
Town Offices

PUBLIC ACCESS TV COMMITTEE
3rd Monday, 7 p.m., Sept-June
Red School

BOARD OF SELECTMEN
Every Monday, 7:00 p.m.
Town Offices

SEWER ADVISORY BOARD
2nd Monday, 3:00 p.m.
Town Offices

SOLID WASTE ADVISORY COMMITTEE
1st and 3rd Tuesday, 7:30 p.m.
Town Offices

WATER COMMISSION
1st & 3rd Mondays, 2:00 p.m.
Town Offices

The following boards and committees meet at dates and times posted at the Town Office Building:

Advisory Board of Health
Ambulance Oversight Committee
Board of Assessors
Board of Appeals
Capital Planning Committee
Cable TV Advisory Committee
Cemetery Commission
Conservation Commission
Commission on Disabilities
Community Preservation Committee
Cultural Council
Finance Committee
Fire Commission
Historical Commission
Local Emergency Planning Committee
Open Space Plan Committee
Personnel Board
Planning Board
Regional School Committee
and Sub-Committees

Special Projects
Historic District Study Committee
Public Safety Building Committee
Library Feasibility & Design Committee
Grange Hall Study Committee

TOWN CLERK

PRESIDENTIAL PRIMARY
March 2, 2004
Total Registered Voters: 8894
Total Vote Cast: 1198
% Voted: 13%

Registered by Precinct
Precinct A – 222
Precinct B – 2241
Precinct C – 2156
Precinct D – 2271

DEMOCRATIC BALLOT
Voted by Precinct
Precinct B – 267
Precinct C – 226
Precinct D – 294
Total ------ 1086

President

Richard Gephardt	1
Joseph Lieberman	7
Wesley K. Clark	8
Howard Dean	25
Carol Moseley Braun	0
John Edwards	174
Dennis Kucinich	58
John F. Kerry	797
Lyndon H. LaRouche, Jr.	2
Al Sharpton	4
No Preference	4
Write Ins	1

State Committee Man

Edward W. Collins, Jr.	683
Write Ins	3

State Committee Woman

Barbara J. Farrell	672
Write Ins	3

Democratic Town Committee

Beverly J. Litchfield	590
Thomas W. Mango	567
Mary Jane Willms	502
Edward W. Irla, Sr.	568
Carolyn H. Zawacki	532
David W. Barry	640
Russell D. Mitchell	493
Judith M. Falzone	545
John M. Sullivan	528
Joseph C. Falzone	542
Charlotte L. Mercier	509
Arthur D. Wolf	518
Mark F. Jones	490
Todd E. Luzi	508
Barbara Ann Los	540
Daniel J. Driscoll	498
Madeline Q. Flanagan	540
Francis Flanagan	532
Alan S. Peck	555
Dana-Lee Luzi	500
Peter T. Litchfield	502
Laurie Ely-Bongiorni	525
John F. O'Connor	537
Natalie T. Pedace	530
Stephen M. Reilly	506
Gale D. Candaras	723
Gilles E. Turcotte	561
Anne Turcotte	600
Write Ins	14

REPUBLICAN BALLOT
Voted by Precinct
Precinct A – 22
Precinct B – 17
Precinct C – 34
Precinct D – 36
Total ------ 109

President

George W. Bush	86
No Preference	13
Write Ins	3

State Committee Man

Ronald M. Hastie	81
Write Ins	0

State Committee Woman

Catherine W. Labine	92
Write Ins	0

Republican Town Committee

Catherine W. Labine	80
Deborah J. Reavey	79
George L. Reich	71
Cheryl C. Malandrinos	73
Constance T. Sattler	79
Lawrence G. LaBarbera	73
Donna L. Fountain	79
Truman R. Swallow	70
Kathryn P. Jenkinson	73
Rodney W. Fountain	77
William D. Crocker, Jr.	72
Anthony Vecchio	75
Michelle Lawler	74
Joseph J. Lawler	74
Janet L. Shea	77
Richard J. Howell	78
Christopher R. Leisey	73
Camille Nemr	68
Joan C. Vecchio	74
David K. Chivers	75
Anita L. LaBarbera	72
Pamela C. Burch	75
Judith C. Dionne	76
John M. Wesolowski	75
Roy Scott	71
Marianne Colby Desmond	72
Barbara Baldwin Mudgett	71
William J. Bickley, Jr.	73
Richard A. Labine	77
Thomas E. Reavey	79
Alan R. Burch	75
Craig Meran Nakashian	71
Write Ins	2

LIBERTARIAN BALLOT

Voted by Precinct

Precinct A – 0
Precinct B – 0
Precinct C – 0
Precinct D – 0
Total ------- 0

President

Jeffrey Diket	0
Ruben Perez	0
Aaron Russo	0
Michael Badnarik	0
Gary Nolan	0
No Preference	0
Write Ins	0

State Committee Man

Write Ins	0

State Committee Woman

Write Ins	0

Libertarian Town Committee

None voted

GREEN-RAINBOW BALLOT

Voted by Precinct

Precinct A – 2
Precinct B – 1
Precinct C – 0
Precinct D – 0
Total ------- 3

President

Kent Mesplay	0
Lorna Salzman	0
Paul Glover	1
David Cobb	0
No Preference	0
Write Ins	0

State Committee Man

Write Ins	1

State Committee Woman

Write Ins	1

Green Rainbow Town Committee

Write Ins	3

ANNUAL TOWN MEETING
May 17, 2004

Attendance
Precinct A: 67
Precinct B: 75
Precinct C: 117
Precinct D: 116
Total ---------- 375

In accordance with the Warrant, as posted, the inhabitants of the Town of Wilbraham, qualified to vote in Town affairs, met in Minnechaug Regional High School on Monday, May 17, 2004. At 7:00PM Moderator, Arthur F. Dionne noted a quorum was present and called the meeting to order. The Pledge of Allegiance was then recited followed by Town Clerk Beverly J. Litchfield reading the call of the meeting.

The Moderator welcomed all and commenced with an explanation of the process concerning the "Consent Agenda." The articles included in the consent agenda were then read, one at a time by the members of the Board of Selectmen. After each article the Moderator asked if there were any questions. If there were none, they proceeded with the next article.

Selectman Barry proceeded to read the "Forward" portion in the 2003 annual town report about our volunteers. He thanked all that are volunteering in the present and have in the past. This copy was placed into record.

A motion was made and seconded to approve the consent agenda articles. This motion passed by a majority vote. Articles passed by consent agenda were 1, 6, 10, 11, 15, 17, 25, 26, 27, 28, 29, and 30. (Articles numbered 9 & 31 were put back in order due to questions that were being asked.)

After the vote was taken on the consent agenda, the Moderator introduced State Representative Gale Candaras and a moment of silence was held for those that have passed on during the past year. A list was then read.

ARTICLE 1. **Choosing Miscellaneous Officials (Consent Agenda): Passing by a majority vote** that the following persons be elected to the indicated offices for the ensuing year:

Poundkeeper	Gilles E. Turcotte
Surveyors of Lumber	Edward P. Lindsay Jr. & William H. Garvey
Measurers of Wood and Charcoal	William H. Garvey
Field Drivers	Dorrance T. Green & John Garvey
Weighers of Grain	Alton McDonald & Jesse L. Rice

ARTICLE 2. **Amendment to Section 509 of the Town of Wilbraham By-Laws, "Personnel Board":** This petitioned article **failed to pass** even after being amended

to have the Town amend the Town By-Laws at Section 509, Personnel Board by making the wording at "d" become "e" and that the wording at "d" reads as follows:

d. At least forty-five days prior to the Board of Selectmen voting to approve or disapprove a Wage and Classification Plan the Board of Selectmen shall conduct at least one public hearing on the Wage and Classification Plan. Public notice of the hearing(s) shall be posted by the Town Clerk at least fourteen days prior to said hearing in a conspicuous place in the Town Hall, and shall be posted in at least five other convenient and conspicuous places in the Town and shall be published in one or more daily newspapers having a circulation in the Town. Each Town employee covered by the wage and classification plan shall have delivered by mail a copy of the hearing notice along with a complete copy of the recommended wage and classification plan. Testimony at the hearing may be oral or in writing. Written testimony shall be accepted by the Board of Selectmen within five days of the close of the hearing.

ARTICLE 3. **Printing Salaries:** This petitioned article **passed by a majority vote** after being amended to read that the Town amend the Town By-Laws at Article IV, Section 422, Treasurer/Collector by adding: a.) The Treasurer and the Town Accountant will cause to be printed every other year in the Annual Town Report the gross salary of each Town Employee by department. Excluded from gross salary shall be wages earned from working so-called "off duty details". Said printing shall commence with the 2004 Annual Town Report.

ARTICLE 4. **Land Acquisition and Authorization to Borrow for the Purchase of the Rice Fruit Farm:** Finance Committee Recommended. Requiring a 2/3rd vote, passing by a declared 2/3rd vote by the Moderator that the Town authorize the Board of Selectmen and/or Conservation Commission pursuant to Massachusetts General Laws Chapter 40, Section 8C to acquire by gift and/or purchase, in one or two or more phases, over a period of years if necessary, some or all of the land in Wilbraham to the east of Main Street commonly known as the Rice Fruit Farm and owned by Jesse Rice, Trustee and Winifred Rice, Trustee, and/or by Jesse Rice and Winifred Rice personally, and/or by Apex Realty Trust, consisting of up to 270 acres more or less, together with easements and other access rights associated with the said real estate, which is more particularly described in a document filed with the Town Clerk as "Article 4, Exhibit A," to be held in perpetuity for conservation and passive recreation use for the benefit of the inhabitants of the Town of Wilbraham, by means of the use of the town's bonding capacity and borrowing power under Massachusetts General Laws Chapter 44, Section 8C for said purposes an amount or amounts totaling or not to exceed One Million, Three Hundred Ten Thousand ($1,310,000) Dollars at such time(s) as there first has been obtained, as the result of private fund-raising from private and public sources, (including but not limited to one or two or more Self-Help Act grants under the Massachusetts General laws Chapter 132A, Section 11 and following sections, and Community Preservation Act moneys under Massachusetts General Laws 44B, Sections 1 to 17, which may be raise locally and matched with state funds), one or more commitments of funds sufficient to pay the principal borrowed or to be borrowed at that time for that

phase, with any interest thereon; and to purchase a portion of the land for the amount of $750,000 subject to first receiving a commitment for Commonwealth of Massachusetts Self-Help Grant funding and other funding sources in the amount of $710,000 (to supplement $40,000 previously appropriated by the town) in one phase, to purchase a portion of the land for the amount of $600,000 subject to first receiving a commitment for Commonwealth of Massachusetts Self-Help Grant funding and other funding sources in that amount in a second phase, all subject to such easements and rights as shall be reserved by the grantor pursuant to the terms of a purchase and sale agreement to be signed by the Board of Selectmen in furtherance of this acquisition, and to enter into a purchase and sale agreement and to accept one or more deeds and to conduct the necessary transactions, appoint the necessary committees and sign the documents necessary, appropriate or expedient in the furtherance of the above goals and to accomplish the above purposes pursuant to all pertinent Massachusetts General Laws and other pertinent federal, state and local laws; and further that said land be under the care, custody, management and control of the Conservation Commission; and further that the Conservation Commission be authorized to file on behalf of the Town one or two or more applications deemed necessary for grants and/or reimbursement from the Commonwealth of Massachusetts under the Self-Help Act (Section 11 of chapter 132A of the Massachusetts General Laws) and any other grants and/or reimbursement in the furtherance of the purpose of this article.

ARTICLE 5. **Finance Committee Appointment: Failing to pass by a majority** that the Town amends the Town By-Laws at Article III, Section 306, Town Moderator, by adding

d.) The moderator shall appoint the Finance Committee.

And that the Town By Laws be amended at Article V, Section 504, Finance Committee. That the wording following Finance Committee be deleted and that the following wording be substituted thereof.

a.) There shall be a Finance Committee consisting of nine members appointed by the Town Moderator. No person holding an elective or appointed town office, or paid, regular employee of the Town shall be eligible to serve on said Committee, except by a specific vote of the Town Meeting, such as the Capital Planning Committee. Members shall serve a term of three years. Terms shall expire seven days after the close of the fiscal year. Midterm vacancies shall be filled by the Moderator upon notification by the Town Clerk that such a vacancy exists, and shall be filled for the remainder of the existing term. If any member is absent from four consecutive meetings of the Committee, except in case of illness, said Committee shall consider that position vacant and so notify the Town Clerk, who shall forthwith notify the Moderator.

For purposes of continuity with the current Finance Committee the Moderator of the Town Meeting when this by-law is adopted shall appoint three members to the open, expired terms seven days after the end of that fiscal year; seven days after the end of the next fiscal year the Moderator shall appoint three members to the open, expired terms; and seven days after the end of the next fiscal year the Moderator shall appoint three members to the open, expired terms.

b.) The Committee shall hold its first meeting each year as soon as practicable after July 8; to be called by the Moderator; and shall hold such other meetings as it may deem advisable. Annually, at its first meeting, it shall elect a Chairman and a Vice Chairman from its own members. Five members of the Committee present shall constitute a quorum. The Committee may from time to time make such rules and regulations with reference to their meetings and the conduct of their work as they may deem best for the interests of the Town, and they may also hold public meetings and invite any Town officer, employee, citizen or person to attend, and to give such information as they may have which will assist the Committee upon any public matter coming before it for consideration.
The Committee shall appoint annually a secretary who shall not be one of its members, who shall continue in office until another secretary is appointed. Duties of the secretary shall be defined by the Committee. Compensation, as required, for the secretary shall be contained in the salary portion of the Town Accountant's budget.

c.) This Committee shall be specially charged with the duty of making recommendations for the prudent management of the financial affairs of the Town and in discharge of this duty shall have access to any record of the Town relating thereto and the right to interview any officer or employee of the Town in connection therewith. It shall be the duty of this Committee to investigate all proposals in the articles of the warrant for any Town Meeting that shall in any way affect the finances of the Town and to recommend to the Town at the time of said Meeting a course of action thereon, and in general to make recommendations to the Town in regard to any financial business of the Town. The Committee shall hold a public hearing on the warrant articles thirty days prior to the Annual Town Meeting and seven days prior to a Special Town Meeting, reporting the Committee's recommendations and rationale thereof and seeking public comment. The Committee's recommendation, aye or nay for each relevant warrant article, shall be printed in the warrant when posted by the Town Clerk.

ARTICLE 6. **Parliamentary Procedures (Consent Agenda):** Finance Committee Recommends. **Passing by a majority** that the Town adopt special parliamentary procedures for the purpose of implementing the provisions of Chapter 580 of the Acts of I980 (Proposition 2 1/2), as amended, and as set forth in a document entitled "Article 6, Exhibit A," on file with the Town Clerk.

ARTICLE 7. **Budget Appropriations:** Finance Committee Recommends. **Passing by a Majority vote** after being amended that the Town accept the report of the Finance Committee and appropriate the sum of $27,640,809 to cover the necessary capital expenditures and operating expenses of the Town for Fiscal Year 2005 (July 1, 2004 to June 30, 2005) per appropriations listed separately and incorporate herein by reference, and to provide said appropriations as follows:

Transfer	from:	Water Receipts	$1,122,120
	to:	Water Enterprise Fund	

from:	Solid Waste Receipts	$ 459,262
to:	Solid Waste Enterprise Fund	
from:	Sewer Receipts	$ 493,817
to:	Sewer Enterprise Fund	
from:	Offset Receipts	$ 21,000
to:	Dog Officer Expenses	

Amount of Certified Free Cash Required for FY 2005 Municipal Appropriations: $0

A motion was then made and seconded to adjourn the meeting at 11:30 p.m. until 7:00 p.m. on May 18th at Minnechaug Regional High School where the meeting would be reconvened and we would continue with Article 8. This motion passed by unanimous vote.

Meeting reconvened at 7:10 p.m. on May 18th, 2004 after the Moderator noted a quorum was present. The delay was due to not having a quorum at 7:00 p.m.

ARTICLE 8. **Compensation for Elected Town Officials:** Finance Committee Recommends. **Passing by a majority** vote that the Town fix the compensation for all elected Town Officers for the fiscal year beginning July I, 2004 and ending June 30, 2005.

RECOMMENDED that the compensation for elected Town Officers for fiscal year July I, 2004 to June 30, 2005, be fixed as follows: Assessors, Chairman, $2,882, Members, $2,611 each, per year; Town Clerk, $44,328 per year (all fees revert to the Town treasury); Moderator, $200 Annual Town Meeting, $50 Special Town Meeting; Selectmen, $3,836 per year, Chairman $4,476 per year; Tree Warden, $7,648 per year; Water Commissioners, $150 per year; Cemetery Commissioners, no salary; Library Trustees, no salary; Planning Board Members, no salary; Poundkeeper, Field Drivers, Weighers of Grain, Surveyors of Lumber, Measurers of Wood and Charcoal (all Town officers elected other than by official ballot), fees only, fixed by General Laws.

ARTICLE 9. **Receipts Reserved for Appropriation for Ambulance: Passing by unanimous vote** that the Town appropriate $544,090 from Receipts Reserved for Appropriation for Ambulance to Ambulance personal services, operating and capital costs, pursuant to Section 5 and 5F of Chapter 40 of the Massachusetts General Laws.

ARTICLE 10. **Receipts Reserved for Appropriation for Ambulance (Consent Agenda):** Finance Committee Recommends. **Passing by a majority** vote that the Town appropriate $35,000 from Receipts Reserved for Appropriation for Ambulance to be held in a depreciation account for vehicle and equipment replacement pursuant to Sections 5 and 5F of Chapter 40 of the Massachusetts General Laws.

ARTICLE 11. **Receipts Reserved for Appropriation for Cemeteries (Consent**

Agenda): Finance Committee Recommends. Passing by a majority vote that the Town appropriate $10,000 from Receipts Reserved for Appropriation for Cemeteries to Cemetery operating costs, pursuant to Section 5 of Chapter 40 and Section 16 of Chapter 114 of the Massachusetts General Laws.

ARTICLE 12. **Reserve Fund:** Finance Committee Recommends. **Passing by unanimous vote** that the Town raise or appropriate from Free Cash ($147,000) and overlay funds certified as excess by the Board of Assessors pursuant to Section 25 of Chapter 59 of the Massachusetts General Laws ($3,000) the sum of $150,000 for a Fiscal Year 2005 Reserve Fund.

ARTICLE 13. **Stabilization Fund:** Finance Committee Recommends. Requiring a 2/3rd vote, **passing by unanimous vote** that the Town raise or appropriate from Free Cash ($19,400) and available funds ($43,439) the sum of $62,839 to the Stabilization Fund.

ARTICLE 14. **Waste Water Enterprise Fund Retained Earnings:** Finance Committee Recommends. **Passing by unanimous vote** that the Town appropriate $55,000 from available funds in the Waste Water Enterprise Fund retained earnings account for the purpose of making mechanical and electrical improvements to the wastewater collection system ($15,000), funding a capacity study as part of a program to develop a Geographic Information System ($20,000), and a study to address wastewater issues related to expansion of the sewer system ($20,000).

ARTICLE 15. **Solid Waste Enterprise Fund Retained Earnings (Consent Agenda):** Finance Committee Recommends. **Passing by a majority vote** that the Town appropriate $32,169 from available funds in the Solid Waste Enterprise Fund retained earnings account for the purpose of funding solid waste disposal operating expenses.

ARTICLE 16. **Water Division Reserve Fund:** Finance Committee Recommends. **Passing by unanimous vote** that the Town raise and appropriate from water receipts the sum of $50,000 for a Fiscal Year 2005 Reserve Fund.

ARTICLE 17. **Chapter 90 Appropriation (Consent Agenda):** Finance Committee Recommends. **Passing by a majority** vote that the Town appropriate $260,358 from available funds provided under Chapter 246 of the Acts of 2002 and apportioned under the provisions of Section 34(2)(a) of Chapter 90 the Massachusetts General Laws.

ARTICLE 18. **Conservation Fund:** Finance Committee Recommends. **Passing by a majority** vote that the Town raise and appropriate $7,000 to the Conservation Fund for open space acquisition, in accordance with Section 8C of Chapter 40 of the Massachusetts General Laws.

ARTICLE 19. **Authorization to Borrow for Capital Outlays:** Finance Committee Recommends. Requiring a 2/3rd vote, **passing by unanimous vote** that the Town borrow $551,000 for the following purposes:

-- in accordance with Section 7(3A) of Chapter 44 of the Massachusetts General Laws for remodeling, reconstructing or making extraordinary repairs to public buildings owned by the town, including original equipment and landscaping, paving and other site improvements, $286,000;

-- in accordance with Section 7(6) of Chapter 44 of the Massachusetts General Laws for macadam pavement or other road material, or for the resurfacing with such pavement or other road material of municipally owned or operated off-street parking areas, $150,000; and

-- in accordance with Section 7(9) of Chapter 44 of the Massachusetts General Laws for the cost of departmental equipment, $115,000. (2/3 Vote)

ARTICLE 20. **Acceptance of Public Ways: Passing by unanimous vote** that the Town accepts as public ways, pursuant to a layout filed by the Board of Selectmen with the Town Clerk, all or portions of Deerfield Drive, Herrick Place, Wandering Meadows Lane and Whitford Place.

ARTICLE 21. **Zoning By-Law Amendment – Sign Regulations:** Planning Board Recommends. Requiring a 2/3rd vote, **passing by a unanimous vote** that the Town amend the Wilbraham Zoning By-Law by revising sections 12.2, 12.6.6, and 12.9 as set forth in a document entitled "Article 21, Exhibit A" on file with the Town Clerk.

ARTICLE 22. **Zoning By-Law Amendment – Planned Unit Residential Development (PURD):** Planning Board Recommends. Requiring a 2/3rd vote, **passing by a declared 2/3rd vote** by the Moderator that the Town amend the Wilbraham Zoning By-Law by revising section 4.8, Planned Unit Residential Development (PURD), as set forth in a document entitled "Article 22, Exhibit A" on file with the Town Clerk.

ARTICLE 23. **Amendment to Section 627 of the Town of Wilbraham By-Laws, Regulation of Automatic Amusement Devices: Passing by unanimous vote** that the Town amends Section 627 of the Town of Wilbraham By-Laws, "Regulation of Automatic Amusement Devices" to restore the following paragraphs, which were deleted at the 2003 Annual Town Meeting:

c.) All premises designated on a license for automatic gaming devices granted by the Board of Selectmen shall be subject to inspection by the Wilbraham Police Department to ensure conformance with submitted application information and local By-law requirements.

d.) Any unlicensed automatic amusement device or automatic amusement device which presents a risk of misuse as a gaming device, shall be subject to immediate seizure by the Wilbraham Police Department. Any expense incurred by the Wilbraham Police related to the seizure of such devices shall become the responsibility of the person that controls the premises where the devices are located.

e.) Any individual or business not in compliance with this By-law shall receive a written notice of such non-compliance. The first notice shall result in a fine of $100.00 A second or subsequent notice of non-compliance shall result in a fine of $300.00 and the

revocation of all licenses issued in accordance with this By-law and M.G.L. C 140, s177A.

f.) Notwithstanding anything contained herein to the contrary, the limitation upon the maximum number of automatic amusement devices allowed on any single business premises of six set forth in Subparagraph (b) above shall not be applicable to the operation of a business that constitutes public recreation operated as a business, including facilities for assembly, billiards, bowling, soccer, roller skating and similar activities, provided that the following conditions are satisfied as determined by the Planning Board:

1. The operation of automatic amusement devices shall be accessory to the principal use of public recreation operated as a business; and
2. More than six amusement devices shall only be operated within the business premises that have as their principal use public recreation operated as a business in conjunction with and as accessory to the public recreation activities carried out within any such business premises.

Upon receipt by the Board of Selectmen of a certification from the Planning Board that an establishment satisfies both of the foregoing conditions and constitutes public recreation operated as a business where the operation of automatic amusement devices is accessory to such principal use, the Board of Selectmen shall be entitled to issue a license permitting the operation of more than six automatic amusement devices at the business premises where public recreation operated as a business constitutes the principal use, with no limitation imposed upon the number of automatic amusement devices that may be permitted by the Board of Selectmen pursuant to any such license. Nothing contained in this Subparagraph (f) shall modify or otherwise affect the prohibition set forth in Subparagraph (a) that no license shall be granted for any automatic amusement device which present a risk of misuse as a gaming device and no person shall operate or allow the operation of an automatic amusement device which presents a risk of misuse as a gaming device.

g.) This By-law shall be enforced by all state and local enforcement officials and shall be administered under the provisions of M.G.L C 40 s21D and any M.G.L. or Town By-law implementing enforcement of such By-laws. Nothing in this By-law shall be construed to change any provision of the Wilbraham Zoning By-law.

ARTICLE 24. **Amendment to Section 706 of the Town of Wilbraham By-Laws, Parking Prohibited: Passing by unanimous vote** that the Town amend Section 706 of the Town of Wilbraham By-Laws, "Parking Prohibited," to revise and update the by-law regulating parking on public ways as set forth in a document entitled "Article 24, Exhibit A" on file with the Town Clerk.

ARTICLE 25. **Hearing Reports (Consent Agenda): Passing by a majority** vote that the Town accepts the reports of all officers and committees as printed in the Annual Town Report.

ARTICLE 26. **Council on Aging Revolving Fund (Consent Agenda):** Finance Committee Recommends. **Passing by a majority** vote that the Town reauthorize a

revolving fund under the Council on Aging and transfer the balance from the FY 2004 revolving fund to the FY 2005 revolving fund in accordance with Section 53 E½ of Chapter 44 of the Massachusetts General Laws. Receipts shall be credited into said fund from the following sources: (1) Donations from individuals, organizations and events. (2) Allowance from the Senior Network. (3) Memorial donations. (4) Fees for classes, trips and programs. Expenditures authorized by the Director of Elder Affairs, not exceeding a total of $10,000 in FY 2005, may be made for the following purposes: (1) Payment of costs connected with programs and events. (2) Repair and maintenance of equipment and furnishings. (3) Purchase of memorials and volunteer recognition. (4) Fees for instructors and classes. The balance in the revolving fund shall not exceed $10,000.

ARTICLE 27. **Compost Bin Revolving Fund (Consent Agenda):** Finance Committee Recommends. **Passing by a majority** vote that the Town reauthorize a revolving Home Composting Bin Account in accordance with Section 53 E½ of Chapter 44 of the Massachusetts General Laws in order to place revenue collected from the sale of compost bins which shall be used to purchase additional compost bins, and transfer the balance of the FY 2004 revolving fund to the FY 2005 revolving fund. Expenditures authorized by the Recycling Coordinator, not exceeding a total of $5,000 in FY 2005, may be made for the purchase of additional composting bins for resale to town residents. The balance in the revolving account shall not exceed $5,000.

ARTICLE 28. **Cemetery Revolving Fund (Consent Agenda):** Finance Committee Recommends. **Passing by a majority** vote that the Town reauthorize a revolving Cemetery Account in accordance with Section 53 E½ of Chapter 44 of the Massachusetts General Laws in order to place revenue collected from the sale of boundary markers, foundations, numbered lot markers, and for opening and closing graves, which shall be used to purchase boundary markers, foundations, numbered lot markers, and to open and close graves, and transfer the balance from the FY 2004 revolving fund to the FY 2005 revolving fund. Expenditures authorized by the Cemetery commission, not exceeding a total of $20,000 in FY 2005, may be made to purchase boundary markers, foundations, numbered lot markers, and to open and close graves. The balance in the revolving account shall not exceed $20,000.

ARTICLE 29. **Authorization to Dispose of Surplus Equipment (Consent Agenda): Passing by a majority** vote that the Town authorize and empower the Board of Selectmen on behalf of the Town to sell, transfer, or otherwise dispose of damaged, obsolete, or unneeded tangible personal property or equipment owned by the Town.

ARTICLE 30. **Authorization to Enter Into Lease/Purchase Agreements (Consent Agenda): Passing by a majority** vote that the Town authorize the Board of Selectmen to make contracts for the lease, with option to purchase, of various municipal equipment, subject to annual appropriation, if in the opinion of the Board it is in the best interests of the Town. The Board of Selectmen shall identify within its budget submission to the Finance Committee, any contract for the lease with an option to purchase.

ARTICLE 31. **Acceptance of Deeds: Passing by unanimous vote as amended** that the Town accept such deeds of land including grants of easements to the Town recorded at the Hampden County Registry of Deeds or the Hampden County Land Registration Office since the date of the last Annual Town Meeting as filed by the Board of Selectmen with the Town Clerk as "Article 31, Exhibit A."

ARTICLE 32. **Adjournment of Annual Town Meeting: Passing by unanimous vote** that the Town adjourn the Annual Town Meeting until 8:30 A.M., Saturday, May 22, 2004, at the Wilbraham Community Center, Precinct A; Stony Hill School, Precinct B; Memorial School, Precinct C; or Soule Road School, Precinct D; when the Annual Town Election will be held, polls closing at 6:30 P.M.

Meeting adjourned at 8:05 p.m.

ATTEST: *Beverly J. Litchfield*, CMC
Town Clerk

July 12, 2004
TOWN BULLETIN
Boston, MA

The foregoing amendments to the town by-laws adopted under Articles 3, 23, 24 and Zoning Articles 21 & 22 of the warrant for the Wilbraham town meeting that convened on May 17, 2004 are hereby approved.

Thomas F. Reilly, Attorney General
Kelly E. Gunagan, Asst. Attorney General

2004 ANNUAL TOWN ELECTION
May 22, 2004
Total Registered Voters: 8919
Total Vote Cast: 578
% Voted: 6%

Voted by Precinct	Total Registered
Precinct A – 125	**2242**
Precinct B – 110	**2235**
Precinct C – 126	**2167**
Precinct D – 217	**2257**

Selectman – 3 yrs.
David W. Barry D 478*

Assessor – 3 yrs.
Richard J. Howell R 432*

Reg. School Committee – 3 yrs.
Marianne Colby Desmond R 432*

Reg. School Committee – 1 yr.
Dennis John McCarthy R 423*

Cemetery Commissioner – 1 yr.

Peter W. Ablondi	R	306*
John S. Murphy	D	264

Water Commissioner – 3 yrs.

Alan R. Burch	R	435*

Library Trustees – 3 yrs.

William R. Massidda	R	403*
James S. Jurgens	R	380*

Planning Board – 5 yrs.

Christopher Leisey	R	431*

* Denotes Winner

ATTEST: *Beverly J. Litchfield*, CMC
Town Clerk

STATE PRIMARY
September 14, 2004
Total Registered Voters: 9585
Total Vote Cast : 495
% Voted: 5 %

Voted by Precinct	Total Registered
Precinct A – 137	**2430**
Precinct B – 126	**2403**
Precinct C – 92	**2327**
Precinct D – 140	**2425**

DEMOCRATIC BALLOT
Voted by Precinct
Precinct A – 106
Precinct B – 97
Precinct C – 55
Precinct D –98
Total – 356

Representative in Congress

Richard E. Neal	292
Write Ins	6

Councillor

Isaac BenEzra	49
Michael D. Bissonnette	75
Timothy J. Rooke	173
Peter Vickery	37

Senator in General Court

Write Ins	10

Representative in General Court

Gale D. Candaras	276
Write Ins	16

Sheriff

Michael J. Ashe, Jr.	306
Write Ins	1

REPUBLICAN BALLOT
Voted by Precinct
Precinct A – 30
Precinct B – 29
Precinct C – 37
Precinct D – 42
Total – 138

Representative in Congress

Write Ins	5

Councillor

Write Ins	1

Senator in General Court

Brian P. Lees	129
Write Ins	0

Representative in General Court

Bob Collamore	107
Write Ins	4

Sheriff

Write Ins	8

LIBERTARIAN BALLOT
Voted by Precinct
Precinct A – 1
Precinct B – 0
Precinct C – 0
Precinct D – 0
Total – 1

Representative in Congress
None

Councillor
None

Senator in General Court
None

Representative in General Court
None

Sheriff
None

GREEN-RAINBOW BALLOT
Voted by Precinct
Precinct A – 0
Precinct B – 0
Precinct C – 0
Precinct D – 0
Total – 0

Representative in Congress
None

Councillor
None

Senator in General Court
None

Representative in General Court
None

Sheriff
None

ATTEST: *Beverly J. Litchfield*, CMC
Town Clerk

PRESIDENTIAL ELECTION
November 2, 2004
Total Registered Voters:9494
Total Votes Cast: 8240
% Voted: 87 %

Registered by Precinct
Precinct A - 2070
Precinct B - 2045
Precinct C - 2015
Precinct D - 2110

President/ Vice President	**TOTAL**
Badnarik/Campagna	50
Bush/Cheney	3977
Cobb/LaMarche	23
Kerry/Edwards	4083
Write Ins	27

Representative in Congress	
Richard E. Neal	6162
Write Ins	34

Councillor	
Peter Vickery	3364
Aaron Bennie Wilson	2835
Write Ins	3

Senator in General Court	
Brian P. Lees	6726
Write Ins	18

Representative in General Court	
Gale D. Candaras	5096
Bob Collamore	2660
Write Ins	13

Sheriff

Michael J. Ashe	6185
Write Ins	12

Question One

Community Preservation Act

YES	4399
NO	3111

ATTEST: *Beverly J. Litchfield*, CMC
Town Clerk

VOTER REGISTRATION BY PRECINCT
As of December 31, 2004

Precinct	Republican	Democrat	Unenrolled	Libertarian	Interdependent 3rd	Natural Law	Reform	Green/Rainb.	Total
A	505	892	1011	7	0	0	0	8	2423
B	593	675	1088	7	1	0	0	3	2367
C	650	602	1079	15	1	0	1	2	2350
D	595	706	1095	3	0	1	0	06	2406
Total	**2343**	**2875**	**4273**	**31**	**2**	**1**	**1**	**19**	**9546**

VITAL STATISTICS

	2002	2003	2004
BIRTHS – Males	39	43	49
Females	44	66	45
Total	**83**	**109**	**94 ***
MARRIAGES -Total	**72**	**55**	**67**
DEATHS - Males	81	89	70
Females	145	121	123
Total	**226**	**210**	**193 ****

* as of Dec. 21, 2004
** as of Dec. 16, 2004

ATTEST: *Beverly J. Litchfield*, CMC
Town Clerk

STATEMENT OF RECEIPTS AND DISBURSEMENTS
July 1, 2003 to June 30, 2004

RECEIPTS

	FY 04 Dog Licenses		
743	Neutered males @ $10	$ 7,430.00	
123	Males @$20	$ 2,460.00	
75	Females @$20	$ 1,500.00	
920	Spayed females @ $10	$ 9,200.00	
	Sub-total dog licensing	**$20,590.00**	
	FY 04 Dog Fines and Fees		
19	Stray dog fines @ $10	$ 190.00	
165	Late dog fines @10	$ 1,650.00	
24	Boarding fees @ $6	$ 144.00	
5	Dog quarantines @ $5	$ 25.00	
9	Non-criminal tickets	$ 325.00	
27	Miscellaneous	$ 370.00	
	Sub-total dog fines and fees	**$ 2,704.00**	
	Sub-total dog licensing		**$23,294.00**
	FY 04 Fisheries and Wildlife Licenses		
201	Resident Citizen Fishing @ $22.50	$4,522.50	
17	Resident Citizen Fishing (minor) @ $6.50	$ 110.50	
13	Resident Citizen Fishing (65-69) @ $11.25	$ 146.25	
53	Resident Citizen Fishing (paraplegic)	FREE	
3	Non-resident Fishing @ $32.50	$ 97.50	
2	Non-resident 3-day Fishing @18.50	$ 37.00	
3	Duplicate Fishing @ $2.50	$ 7.50	
50	Resident Citizen Hunting @ $22.50	$1,125.00	
6	Resident Citizen Hunting (65-69) @ $11.25	$ 67.50	
4	Resident Hunting (paraplegic)	FREE	
1	Non-resident Hunting (big game) @ $94.50	$ 94.50	
10	Resident Citizen Hunting (minor) @ $6.50	$ 65.00	
110	Resident Citizen Sport @ $40.00	$4,400.00	
12	Resident Citizen Sport (65-69) @ $20.00	$ 240.00	
72	Resident Citizen Sport (70 and over)	FREE	
1	Duplicate Sport @ $2.50	$ 2.50	
93	Archery Stamps @ $5.10	$ 474.30	
20	Waterfowl Stamps @ $5.00	$ 100.00	
90	Primitive Firearms Stamps @ $5.10	$ 459.00	
418	Wildlife Cons. Stamps (resident)@ $5.00	$2,090.00	
4	Wildlife Cons. Stamps (non-res.) @ $5.00	$ 20.00	
1	Resident Citizen Trapping (65-69)@ $15.25	$ 15.25	
	Sub-total Fisheries and Wildlife revenue		**$14,074.30**
	FY 04 Marriage Licenses		
65	Licenses @ $20.00	$1,300.00	
	Sub-total marriage licenses		**$1,300.00**
	FY 04 Miscellaneous Clerk's Fees		
	Financial recordings	$ 1,165.59	
1609	Copies of records	$ 7,352.00	
81	Miscellaneous	$ 644.00	
4	Pole locations	$ 360.00	

88	Business certificates	$ 1,660.00	
8	Raffle permits	$ 160.00	
14	Gas storage permits	$ 490.00	
8	Cemetery books	$ 4.00	
425	Handling fees (Fisheries and Wildlife)	$ 425.00	
584	Passports	$17,520.00	
	Interest – Bay Bank	$ 11.49	
2	Miscellaneous bank charges	$ 10.00	
2	Non-criminal tickets	$ 300.00	
	Sub-total miscellaneous receipts		**$30,102.08**
		TOTAL ALL RECEIPTS	**$68,770.38**

DISBURSEMENTS

Town Treasurer: FY 04 Dog Account

1861	Dog licenses	$20,590.00	
240	Fines and fees	$ 2,379.00	
9	Non-criminal tickets	$ 325.00	
	Sub-total dog fund		**$23,294.00**

FY 04 Division of Fisheries and Wildlife

1184	Licenses and stamps	$ 13,838.50	
	Sub-total Fisheries and Wildlife		**$13,838.50**

Town Treasurer: FY 04 Clerk's Fees

1184	F&W licenses and stamps	$ 235.80	
65	Marriage licenses	$ 1,300.00	
	Financial recordings	$ 1,165.59	
1609	Copies of records	$ 7,352.00	
81	Miscellaneous	$ 644.00	
4	Pole locations	$ 360.00	
88	Business certificates	$ 1,660.00	
8	Raffle permits	$ 160.00	
14	Gas storage permits	$ 490.00	
8	Cemetery books	$ 4.00	
425	Handling fees (Fisheries and Wildlife)	$ 425.00	
584	Passports	$17,520.00	
	Interest – Bay Bank	$ 11.49	
2	Miscellaneous bank charges	$ 10.00	
2	Non-criminal tickets	$ 300.00	
	Sub-total clerk's fees		**$31,637.88**
		TOTAL FY 04 DISBURSEMENTS	$68,770.38

ATTEST:
Beverly J. Litchfield, CMC
Town Clerk

Board of Selectmen

"Partnership" is the theme for the 2004 Annual Town Report. In fact this has been a major theme in Wilbraham town government for more than a decade. With a modest commercial tax base, extra care and planning is needed to keep the residential tax burden at reasonable levels. A key approach involves joining forces with private groups, community groups, and public agencies whenever possible and practical. We have found this to be a win-win situation for the town and our partners. Examples include:

- The Country Club of Wilbraham for the expansion and improvement of the golf course and clubhouse.
- The Wilbraham Soccer Club for construction of new soccer fields on near the Middle School.
- The Friends of Recreation for ongoing improvements to the Spec Pond Recreation Area.
- The Wilbraham Nature and Cultural Center for creation and operation of Fountain Park.
- The Atheneum Society for the renovation and ongoing operation of the Old Meeting House.
- The Wilbraham Children's Museum for ongoing programs for young children.

We added to this list in 2004. The Scantic Valley YMCA completed work on new facility at Post Office Park, providing recreational opportunities to the community and providing the town with a new Senior Center and offices for our Recreation Department. We understand that Wilbraham is one of the first municipalities in the country to join a partnership with the YMCA in this manner.

We also have an ongoing relationship with the Minnechaug Land Trust for the preservation of open space and farming operations at the Rice Fruit Farm. The Baseball Support Group came forward in 2004 to build major improvements at the Memorial School fields as well as the other baseball fields throughout town.

These joint efforts have major impacts on the quality of life in Wilbraham. With limited tax dollars devoted to education, public safety and public works, our partnerships have produced facilities and services that simply would not be possible if the town tried to "go it alone."

While our partnerships are important and beneficial, there are areas where the town has primary responsibility to provide service following sound fiscal policies. Among the key factors in meeting these are continued commercial construction on Boston Road, which provide new tax revenue, and the level of state aid received. As we assess our needs and the revenue available we must be cognizant of both our current level of services and services in the foreseeable future.

Our revenue base is not sufficient, however, to support the list of major capital projects that were discussed during 2004 and into 2005. These include:

- The Library expansion and renovation.
- Construction of a new public safety facility and interim efforts to reduce medical response times.
- Renovation of Minnechaug Regional High School or construction of a new school.
- Expansion of the sewer system along Main Street to the high school and an increase in the town's overall sewer capacity.

These projects cannot all move forward at the same time. A review of these projects is in order. In 2000 we created a "Major Projects Committee" consisting of representatives from the Finance Committee, Capital Planning Committee, Planning Board, and Board of Selectmen to review pending projects and set priorities. In order to address new developments during the past five years we are calling the committee back into service and expanding it to include residents who are not members of the other committees.

The list of projects is daunting and the need to restrain the growth in residential property taxes is very real. On the other hand, Wilbraham is a town that knows how to innovate. Whether through public/private partnerships, grants or private fundraising, we have learned to think "outside the box" and will need to employ that approach in the years ahead.

Finally, we would like to review several other important events. We were pleased to welcome Wendy Foxmyn as our new Assistant Town Administrator. Francis Nothe continued a long and successful firefighting career by becoming our new Fire Chief, and John Sternala joined the town staff as our new Information Technology Director.

We were sad to lose Police Sergeant Mark Krynicki, but are excited for him as he begins his new assignment as Chief of the Southwick Police Department. Tree Warden Gordon Long retired from his post after 40 years of serving the town. We thank Gordon, wish him well in retirement and welcome Richard Swain as our new Tree Warden. Dog Officer Gilles Turcotte and Assistant Dog Officer Anne Turcotte also retired in 2004 after many years of service, and we express our appreciation and wish them well. Mike Masley joined the staff in January 2005 as Dog Officer/Animal Control Officer.

As we crossed into 2005, we were very sorry to note the passing of form school Business Manager Michael Trebbe, who also served as Acting Town Administrator. Many in town will miss Mike's friendship and we send our condolences to his family.

James E. Thompson, Chairman
Kevin J. Moriarty
David W. Barry

Public Safety Building Committee

It was a relatively quiet year in 2004 for this committee. Several developments occurred during the year which resulted in few meetings and no new decisions or actions. Among these were the emergence of other major capital projects and their impact. Due to the Commonwealth's unexpected announcement of a new funding round for library construction, the Library Trustees brought forward a plan for expanding the Wilbraham library. Months prior to that, the possible sale and purchase of Rice Fruit Farm was raised and as a result a newly formed land trust, working in conjunction with the town, developed a plan for the purchase of the land which included the passage of the Community Preservation Act. Most recently a study committee for the facilities and needs of the regional high school presented a plan to the School Committee which recommended building a new high school. And the issue of the town maxing out its sewer capacity with the City of Springfield arose along with the need for sewer expansion to the high school.

During the year there was a change in the leadership of the Fire Department. The chief for several years moved to the eastern part of the state to a new position. Longtime firefighter and captain Fran Nothe was appointed the new chief. Chief Nothe expressed a strong desire to reopen the Woodland Dell station to improve response time to all areas of the town. He feels that with a new public safety building there should still exist a second substation in town. This is a different approach and a significant change in providing for the long-range fire service to the town. Add to the mix the recent appointment of a Major Projects Review Committee to examine the impact of all proposed capital projects.

During the coming year, the Public Safety Building Committee will continue to review and revisit the public safety needs in light of the above circumstances. There is a strong belief that a combined facility for fire and police is needed. The committee is committed to fulfill its charge to present a plan that will meet the public safety needs of the town in the immediate future and for the long-term.

David W. Barry, Chairman

Susan Bunnell
James Burke
John L. Doleva
William J. Fogarty
Ralph Guyer
Chief Fran Nothe
Edward T. Rigney
Chief Allen M. Stratton
Jeffrey T. Wilcox
Marcia B. Zimmer
Alton MacDonald (non-voting)
John D. Ross III (resigned Jan 04)

Personnel Board

The Personnel Board is comprised of five volunteers appointed by the Board of Selectmen for three-year staggered terms who all have professional experience in the area of human resource management. The Personnel Board derives its authority to advise the Board of Selectmen on all matters pertaining to personnel policy from Article V Section 509 of the Town By-Laws.

During 2004 the board provided guidance to the Board of Selectmen on the implementation of a new Classification and Compensation Plan for non-union employees. This endeavor was the result of the Board of Selectmen contracting with an outside consultant to make recommendations for a revised system. The new system provides for performance coaching and measured performance reviews. Implementation included review of job descriptions, placement in grade of non-union positions, and development of an appeals policy to allow for a position review process.

The review of personnel policies is an ongoing process and changes in laws and regulations necessitate the update of old policies as well as development of new policies. Among the policies under review during the past year were the maternity leave policy, military leave policy, whistleblower policy, solicitation policy, a policy under the safe harbor provision of the new Fair Labor Standards Act regulations, a new and updated hiring policy, and an updated emergency situations and facility closings policy.

Barbara Ralph served on the board for over seven years and resigned at the end of 2004 due to her retirement and relocation. Thank you Barbara for your hard work and the time and effort you volunteered to the town for so many years.

We look forward to providing our assistance and sharing our experience in the Human Resource field to the Board of Selectmen and town employees in the future.

Camie Lamica, Chairperson
Jennifer Bourgeois
Barbara Ralph
Stacy Szwarckop
Jack Wilson

Information Technology Department

The Information Technology Department (IT) provides assistance and supports technology related activities for all town offices and personnel. John Sternala replaced former IT Director Antonio Pagan in April 2004. Mr. Sternala brings more than fifteen years of information technology experience working with both private and public sector organizations and institutions.

Immediate and critical needs addressed included:

- Stabilized network infrastructure and put in place stopgap measures for aiding network functionality, while planning for and implementing major infrastructure upgrades.
- Major remediation of email systems and firewall protections.
- Strengthened technical assistance with police and fire, including off-hours services and training.
- Consolidated all usable hardware/software items, thereby saving money and allowing for extending functionality of "viable" equipment.
- Negotiated contractor and vendor pricing, lowering contractor/consultant fees.

Many major tasks and projects have been undertaken this year:

System	Source	Status
Geographic Information System	Tighe and Bond, C.E.	Data development in process internally by Engineering, Assessors and IT Dept.
Financial Software	Sumaria Corporation	Upgrade slated for FY2005.
Town website and email-based applications	Town Offices and Web/Internet Provider	Major overhaul of web service.
Wide Area Network (WAN) among municipal buildings and regional schools	Charter Communications	Reconfiguration and optimization of current services and looking to upgrade WAN backbone.
Permitting Department	GeoPlan	Maintaining and upgrading system to take advantage of all GIS data.
Senior Center	Move and Upgrade	Migration of all IT technologies to new offices.
Recreation Department	Move and Upgrade	Migration of all IT technologies to new offices.
Assessors	Vision Software	Completed office wide upgrade (new hardware and software).
Police	Multiple vendors	Upgrading vehicles with network and state access, server upgrade, etc. Shared data between police and fire.
Fire	Multiple vendors	Shared data between fire and police, testing mobile GIS laptop for emergency site information, etc.
Public Access TV	Multiple vendors	Integration of systems.

John F. Sternala, Director
Wilbraham Information Technology Department

TREASURER & COLLECTOR

The Collector / Treasurer's Office is responsible for the financial administration of all municipal funds, including cash flow analysis, all aspects of debt management, collection and reconciliation of receivables and cash, tax titles, payroll, trust funds, performance bonds, preparation of various fiscal reports and compliance with applicable federal and state laws. The department also oversees the administration of employee benefits in retirement, deferred compensation 457 plan, and the Section 125 Cafeteria Plan. As Treasurer of the Town of Wilbraham I also serve as the financial advisor to the Capital Planning Committee, forecast local receipts for the budget process, in addition to planning, designing, developing, and implementing new computerized applications for the Treasurer's Office, Collector's Office, landfill and other various departments.

A couple of the highlights during 2004 were:

The department implemented the voter-approved Community Preservation Act for Fiscal 2005.

The Treasurer / Collector's Office started the conversion and testing process to upgrade our financial software.

The Treasurer / Collector's Office is always reviewing the procedures we use to accomplish our goals and objectives. In the past we have automated the processing of Municipal Lien Certificates, installed new software so that we can perform the maintenance of our real estate collection files in-house, and the Collector's Office offers ACH transfers for residents who want to pay their real estate taxes with automatic withdrawals from their checking or saving account. This year we helped the Recreation Department set up the process for accepting credit card payments. This will not only greatly reduce the amount of cash that is received by the Recreation Department, but also will provide a better audit trail for the department.

These productivity increases have not only allowed the Collector's Office to save tax dollars by decreasing our costs but these time-saving operations have allowed us to focus our efforts on the collection of unpaid real estate taxes. As a result the Collector's Office needed to place a lien on only one property whose owner failed to pay their fiscal year 2001 real estate taxes.

The goal of the Treasurer / Collector's Office is to perform the duties required by the town in an efficient and courteous manner. This goal requires teamwork to accomplish and would not be possible without the efforts of a great friendly staff. I wish to thank Lynne, Janet, Marna, and Diane for the work that they do for the town.

Also, I wish to thank the residents of Wilbraham, the Board of Selectmen, the Finance Committee, the Capital Planning Committee, and other boards and departments for their continued support and cooperation.

Lastly, if you have any questions about the department or its operations, please feel free to stop by and say "Hi" or call me at 596-2812.

Thomas P. Sullivan, CMMC CMMT
Treasurer / Collector

TOWN OF WILBRAHAM
BANK BALANCES AS OF JUNE 30, 2004

BANK OF WESTERN MA	GENERAL	$11,319.73
COUNTRY BANK	GENERAL	$2,160,942.94
FLEET BANK	CASH MANAGEMENT	$236,033.19
FLEET BANK	CULTURAL COUNCIL	$3,666.04
FLEET BANK	DOCUMENTARY HERITAGE GT	$2,401.08
FLEET BANK	POLICE	$47,363.89
FLEET BANK	PAYROLL	$186,582.10
CHARTER ONE	RECREATION	$42,682.13
MMDT	CONSERVATION	$45,914.72
MMDT	CEMETERY CARE	$38,730.56
MMDT	GENERAL	$5,659.76
MMDT	STABILIZATION	$29,042.63
MMDT	PEAK ROAD FUND	$1,110.95
MMDT	DEACON WARRINER SCH FUND	$683.50
MMDT	CHLOE BLISS STEBBINS FUND	$2,840.34
MMDT	TERCENTARY OBSERVANCE FUND	$1,168.89
MMDT	SCHOOL LOT FUND	$657.65
MMDT	SOLDIERS MONUMENT PK FUND	$1,135.91
MMDT	CRANE PARK MEMORIAL FUND	$4,673.35
PEOPLES SAVING BANK	GENERAL FUND	$3,109.68
PEOPLES SAVING BANK	STABILIZATION	$511,076.32
STATE STREET	GOVERNMENT INVESTMENT	$16,475.06
UNIBANK	GENERAL	$209,858.56
TOTAL BANK ACCOUNTS		$3,563,128.98
		$0.00
TOTAL CASH		$3,563,128.98

ADAMS CEMETERY IN TRUST FOR	PRINCIPAL AMOUNT	ADAMS CEMETERY IN TRUST FOR	PRINCIPAL AMOUNT	ADAMS CEMETERY IN TRUST FOR	PRINCIPAL AMOUNT	ADAMS CEMETERY IN TRUST FOR	PRINCIPAL AMOUNT
FRANK G. ADAMS	$300.00	FREDERICK COON	$50.00	W.H. GRAVES	$100.00	WILLIAM A. REED	$200.00
JOHN W. BALDWIN	$700.00	CRAWFORD FAMILY TRUST	$500.00	FRANKLIN B. GREEN	$100.00	JESSE L. RICE	$200.00
ETHELBERT BLISS	$256.23	LUCY M. DANE	$100.00	GRISWOLD FAMILY TRUST	$500.00	ETTA MAE SIMMONS	$200.00
EDWARD H. BROWER	$200.00	HIRAM DANKS	$100.00	HIMES BURIAL LOT	$200.00	NELLIE SPENCER	$100.00
LAURA BRUUER	$1,000.00	DEWITT FAMILY TRUST	$250.00	GEORGE E. KNOWLTON	$200.00	CHLOE B. STEBBINS	$100.00
ALBRO BRYANT	$100.00	J.W. DUNSMORE	$200.00	CHARLES NORTH	$200.00	LUTHER MILTON STEBBINS	$200.00
HOWARD CALKINS	$200.00	F. FULLER & M. LANE	$300.00	PERPETUAL CARE MISC	$3,500.00	ELIZABETH TUPPER	$50.00
HENRY CLARK	$100.00	HARRIET GATES	$200.00	CHARLES PARKER	$300.00	BLISS STOCK (FRAC SHARE)	$1,220.53
COCHRANE FAMILY TRUST	$500.00	GOLDSMITH	$50.00	P.P. POTTER	$103.24	PIAGET FAMILY TRUST	$500.00
							$13,080.00
		TOTAL ADAMS CEMETERY AND ETHELBERT BLISS NON-EXPENDABLE TRUST AMOUNT					
				NEW NON-EXPENDABLE TRUSTNE		BLISS STOCK (FRAC SHARE)	$0.00
					NEW	GREEN FAMILY TRUST	$500.00

	BALANCE 6/30/2003	AVAILABLE 6/30/2003	INTEREST FY 2004	DIVIDENDS FY 2004	EXPENSES FY 2004	BALANCE 6/30/2004	AVAILABLE 6/30/2004
TOTALS ADAMS CEMETERY AND ETHELBERT BLISS	$25,050.08	$11,970.08	$257.49	$541.10	$6,512.18	$19,836.49	$6,256.49

EAST WILBRAHAM CEMETERY IN TRUST FOR	PRINCIPAL AMOUNT	EAST WILBRAHAM CEMETERY IN TRUST FOR	PRINCIPAL AMOUNT	EAST WILBRAHAM CEMETERY IN TRUST FOR	PRINCIPAL AMOUNT	EAST WILBRAHAM CEMETERY IN TRUST FOR	PRINCIPAL AMOUNT
CHARLES AMADON	$150.00	EMMA CARSON	$50.00	LORA M. GREEN	$50.00	INEZ PERRY (2)	$100.00
BISHOP LOT	$150.00	INEZ CHILSON	$100.00	ELIZA U. JONES	$100.00	IRA G. POTTER	$100.00
HENRY BOWKER	$100.00	EVALINA H. COPELAND	$100.00	ABRAHAM KNOWLTON	$100.00	FRANK & HATTIE RINDGE	$50.00
H. BUTLER & H. GREEN	$100.00	DASCO LOT	$200.00	CHARLES R. KNOWLTON	$100.00	MARTHA E. SMITH	$50.00
JAME A. BUTLER	$100.00	CHARLES A. GATES	$100.00	A. LEMIEUX SR.	$110.00	SPEAR - BUTLER LOT	$200.00
PHILIP & ANGELINA BUTLER	$100.00	BLANCH B. GILBERT	$150.00	LOIS LOUNSBURY	$110.00	FRANCIS E. STEBBINS	$200.00
WILLIAM BUTLER	$100.00	BENJAMIN B. GREEN	$100.00	ANGELINE P. MORGAN	$75.00		
ABEL B. CALKINS	$150.00	FRED W. GREEN	$100.00	PERPETUAL CARE MISC	$3,500.00		
CHARLES M. CALKINS	$100.00	HENRY GREEN	$100.00	INEZ PERRY (1)	$100.00		
							$6,995.00
		TOTAL EAST WILBRAHAM CEMETERY NON-EXPENDABLE TRUST AMOUNT				(NEW) PERPETUAL CARE MISC	$0.00

	BALANCE 6/30/2003	AVAILABLE 6/30/2003	INTEREST FY 2004	DIVIDENDS FY 2004	EXPENSES FY 2004	BALANCE 6/30/2004	AVAILABLE 6/30/2004
TOTAL EAST WILBRAHAM CEMETERY	$8,690.57	$1,695.57	$86.35	$0.00	$1,149.40	$7,627.52	$632.52

THE VALUE OF STOCK DONATED BY ETHELBERT BLISS AS OF JUNE 30, 2004

NAME	SHARES	PRICE	VALUE	NAME	SHARES	PRICE	VALUE
AGERE SYSTEMS (AGR.A)	20	$2.30	$46.00	COMCAST CORP. (CMCSK)	36	$27.61	$993.96
AVAYA COMMUNICATIONS (AV)	6	$14.91	$89.46	LUCENT TECHNOLOGIES (LU)	76	$3.78	$287.28
ATT (T)	112	$14.63	$1,638.56	QUEST (Q)	41	$3.59	$147.19
ATT WIRELESS (AWE)	27	$14.32	$386.64	SBC COMMUNICATIONS (SBC)	200	$23.94	$4,788.00
VERIZON (VZ)	84	$35.80	$3,007.20	VODAFONE (VOD)	60	$22.10	$1,326.00
BELL SOUTH (BLS)	108	$25.95	$2,802.60				
			TOTAL VALUE		$15,512.89		

STATEMENT OF TRUST FUNDS FY 2004

GLENDALE CEMETERY IN TRUST FOR	PRINCIPAL AMOUNT	GLENDALE CEMETERY IN TRUST FOR	PRINCIPAL AMOUNT	GLENDALE CEMETERY IN TRUST FOR	PRINCIPAL AMOUNT	GLENDALE CEMETERY IN TRUST FOR	PRINCIPAL AMOUNT
JOHN W. BALDWIN	$200.00						
ANNA C. KIBBEE	$100.00						
PERPETUAL CARE MISC	$3,500.00						
ALLYN C. SEARER	$200.00						
TOTAL GLENDALE CEMETERY NON-EXPENDABLE TRUST AMOUNT							$4,000.00

	BALANCE 6/30/2003	AVAILABLE 6/30/2003	INTEREST FY 2004	DIVIDENDS FY 2004	EXPENSES FY 2004	BALANCE 6/30/2004	AVAILABLE 6/30/2004
TOTAL GLENDALE CEMETERY	$8,220.90	$4,220.90	$73.63	$0.00	$2,403.87	$5,890.66	$1,890.66
SUBTOTAL CEMETERIES	$41,961.55	$17,886.55	$417.47	$541.10	$10,065.45	$33,354.67	$8,779.67

MISC FUNDS IN TRUST FOR	PRINCIPAL AMOUNT	MISC FUNDS IN TRUST FOR	PRINCIPAL AMOUNT	MISC FUNDS IN TRUST FOR	PRINCIPAL AMOUNT	MISC FUNDS IN TRUST FOR	PRINCIPAL AMOUNT
PEAKE ROAD	$434.90	CHLOE B. STEBBINS (LIBRARY)	$100.00				
SCHOOL LOT FUND	$641.74	TERCENTARY OBSERVANCE	$250.00				
SOLDIERS' MONUMENT	$1,000.00	DEACON WARRINER SCHOOL	$667.00				
		CHLOE B. STEBBINS (POOR FUND)	$100.00				
TOTAL MISC NON-EXPENDABLE TRUST AMOUNT							$3,193.64

MISCELLANEOUS	BALANCE 6/30/2003	AVAILABLE 6/30/2003	INTEREST FY 2004	EXPENSES FY 2004	BALANCE 6/30/2004	AVAILABLE 6/30/2004
PEAKE ROAD	$1,099.78	$664.88	$11.17	$0.00	$1,110.95	$676.05
SCHOOL LOT FUND	$651.04	$9.30	$6.61	$0.00	$657.65	$15.91
SOLDIERS' MONUMENT	$3,600.78	$2,600.78	$35.13	$2,500.00	$1,135.91	$135.91
CHLOE B. STEBBINS (LIBRARY)	$1,405.91	$1,305.91	$14.27	$0.00	$1,420.18	$1,320.18
CHLOE B. STEBBINS (POOR FUND)	$1,405.90	$1,305.90	$14.26	$0.00	$1,420.16	$1,320.16
TERCENTARY OBSERVANCE	$1,157.15	$907.15	$11.74	$0.00	$1,168.89	$918.89
DEACON WARRINER SCHOOL	$676.65	$9.65	$6.85	$0.00	$683.50	$16.50
TOTAL MISCELLANEOUS	$9,997.21	$6,803.57	$100.03	$2,500.00	$7,597.24	$4,403.60
TOTAL CEMETERIES AND MISCELLANEOUS	$51,958.76	$24,690.12	$517.50	$12,565.45	$40,951.91	$13,183.27

		INTEREST	TRANSFERS IN	TRANSFERS OUT		AVAILABLE 6/30/2004
STABILZATION FUND	$532,695.70	$7,423.25				$540,118.95
POLICE TRUST FUND	$43,529.22	$208.60	$4,426.07	$800.00		$47,363.89
CONSERVATION FUND	$38,455.91	$38,455.91	$458.81	$7,000.00	$0.00	$45,914.72

PAGE ONE

TOWN OF WILBRAHAM
LONG-TERM DEBT SERVICE

DEBT SERVICE SCHEDULE

NAME	PURPOSE	DATE OF ISSUE	PAYING AGENT	RATE	DEBT BREAKDOWN	BALANCE 6/30/2004	FY 2005	FY 2006	FY 2007	FY 2008	FY 2009	FY 2010	BALANCE 6/30/10
WEST COLONIAL RD	SEWER	09/01/91	BAYBANK	8.5 - 6.8	PRINCIPAL	$30,000	$10,000	$10,000	$10,000				$0
					INTEREST	$3,035	$1,680	$1,015	$340				$0
WATER	WATER MAINS - LAYING & RELAYING	09/01/91	BAYBANK	8.5 - 6.8	PRINCIPAL	$220,000	$90,000	$90,000	$40,000				$0
					INTEREST	$18,815	$11,720	$5,735	$1,360				$0
MULTI-PURPOSE BOND	REMODELING 5/14/94	10/01/2002	FIDELITY	2.5 - 3	PRINCIPAL	$10,000	$2,000	$2,000	$2,000	$2,000	$2,000		$0
					INTEREST	$705	$245	$195	$145	$90	$30		$0
MULTI-PURPOSE BOND	SEWER 5/01/95	10/01/2002	FIDELITY	2.5 - 3	PRINCIPAL	$35,000	$6,000	$6,000	$6,000	$6,000	$6,000	$5,000	$0
					INTEREST	$2,940	$885	$735	$585	$420	$240	$75	$0
MULTI-PURPOSE BOND	REMODELING 5/28/97	10/01/2002	FIDELITY	2.5 - 3	PRINCIPAL	$10,000	$2,000	$2,000	$2,000	$2,000	$2,000		$0
					INTEREST	$705	$245	$195	$145	$90	$30		$0
MULTI-PURPOSE BOND	REMODELING 5/03/99	10/01/2002	FIDELITY	2.5 - 3	PRINCIPAL	$270,000	$45,000	$45,000	$45,000	$45,000	$45,000	$45,000	$0
					INTEREST	$23,288	$6,863	$5,738	$4,613	$3,375	$2,025	$675	$0
MULTI-PURPOSE BOND	DEPARTMENTAL EQUIPMENT 5/03/99	10/01/2002	FIDELITY	2.5 - 3	PRINCIPAL	$25,000	$25,000						$0
					INTEREST	$313	$313						$0
MULTI-PURPOSE BOND	REMODELING 5/01/2000	10/01/2002	FIDELITY	2.5 - 3	PRINCIPAL	$570,000	$95,000	$95,000	$95,000	$95,000	$95,000	$95,000	$0
					INTEREST	$49,163	$14,488	$12,113	$9,738	$7,125	$4,275	$1,425	$0
MULTI-PURPOSE BOND	DEPARTMENTAL EQUIPMENT 5/01/2000	10/01/2002	FIDELITY	2.5 - 3	PRINCIPAL	$85,000	$45,000	$40,000					$0
					INTEREST	$2,063	$1,563	$500					$0
MULTI-PURPOSE BOND	DEPARTMENTAL EQUIPMENT 10/15/2001	10/01/2002	FIDELITY	2.5 - 3	PRINCIPAL	$175,000	$60,000	$60,000	$55,000				$0
					INTEREST	$6,438	$3,625	$2,125	$688				$0
MULTI-PURPOSE BOND	DEPARTMENTAL EQUIPMENT 5/06/2002	10/01/2002	FIDELITY	2.5 - 3	PRINCIPAL	$160,000	$40,000	$40,000	$40,000	$40,000			$0
					INTEREST	$8,700	$3,700	$2,700	$1,700	$600			$0
TOTAL PRINCIPAL & INTEREST PAYMENTS PER FISCAL YEAR						$1,706,163	$465,326	$421,050	$314,313	$201,700	$156,600	$147,175	$1
					PRINCIPAL	$1,590,000	$420,000	$390,000	$295,000	$190,000	$150,000	$145,000	$0
					INTEREST	$116,163	$45,326	$31,050	$19,313	$11,700	$6,600	$2,175	$0
					TOTAL	$1,706,163	$465,326	$421,050	$314,313	$201,700	$156,600	$147,175	$0

TOWN COLLECTOR JULY 1, 2003 TO JUNE 30, 2004

TAXES:	OUTSTANDING	COMMITTED	REFUNDS	CASH - PAID TREASURER	ABATED & EXP	TRANSFERS	OUTSTANDING
PERSONAL PROPERTY							
1994	$2,825						$2,825
1995	$2,888						$2,888
1996	$3,044						$3,044
1997	$2,838						$2,838
1998	$3,269						$3,269
1999	$3,222						$3,222
2000	$3,041						$3,041
2001	$2,999			$73			$2,926
2002	$1,767		$517	$1,256			$1,028
2003	$8,663			$7,135			$1,528
2004		$386,974	$1,516	$386,998	$590		$902
2005		$197,393		$277			$197,115
REAL ESTATE						TAX TITLE	
1990	$616						$616
1991	$8,387						$8,387
1992	$993						$993
1993	$422						$422
2000	$378			$378			$0
2001	$55,970			$51,939		$1,901	$2,130
2002	$89,974		$3,995	$46,242	$3,995	$2,352	$41,380
2003	$257,433		$13,830	$144,792	$13,423	$20,802	$92,246
2004	$9,125,405	$11,458,768	$36,937	$20,236,953	$93,838		$290,319
2005	($2,792)	$10,378,829		$174,428	$400		$10,201,209
PAYMENT IN LIEU OF TAXES - 2004		$2,489		$2,489			$0
MOTOR VEHICLE EXCISE							
PRIOR YEARS	$0						$0
1997	$9,285			$229	$9,057		($0)
1998	$6,516			$108	$6,408		$0
1999	$9,135			$1,417			$7,718
2000	$10,196			$1,715			$8,481
2001	$10,539			$2,896			$7,643
2002	$14,271	$12,790	$1,142	$18,880	$1,473		$7,849
2003	$72,177	$287,780	$12,746	$339,491	$17,788		$15,424
2004		$1,586,891	$16,312	$1,488,742	$36,638		$77,824
FARM ANIMAL EXCISE							
2002	$22			$22			$0
2003		$443		$408			$35
APPORTIONED SEWER PAID IN ADVANCE	$0	$2,346		$2,346			$0
BETTERMENTS ADDED TO TAXES SEWER							
2001	$145			$145			$0
2002	$438			$382			$57
2003	$318			$15		$7	$296
2004		$8,125		$7,745			$380
BETTERMENTS ADDED TO TAXES WATER							
2004		$211		$211			$0

TOWN COLLECTOR — JULY 1, 2003 TO JUNE 30, 2004

TAXES:	OUTSTANDING	COMMITTED	REFUNDS	CASH - PAID TREASURER	ABATED	TRANSFERS	OUTSTANDING
COMMITTED INTEREST SEWER							
PAID IN ADVANCE	$58	$46		$46			$58
2001	$14			$14			($0)
2002	$125			$122			$3
2003	$117			$109		$8	($0)
2004		$3,126		$3,006			$120
COMMITTED INTEREST WATER							
PAID IN ADVANCE		$0		$0			$0
2004		$133		$133			$0
LIENS ADDED TO TAXES SEWER							
2001	$2,909			$2,664			$245
2002	$2,175			$1,460			$715
2003	$3,648			$2,499		$151	$998
2004		$8,658		$6,356			$2,302
LIENS ADDED TO TAXES WATER							
2000	$28			$28			$0
2001	$290			$290			($0)
2002	$218			$98			$120
2003	$165			$165			($0)
2004		$371		$77			$294
POLICE FALSE ALARM LIENS							
2003	$25						$25
2004		$275		$225			$50
WATER DEPARTMENT						TRANSFERS	
WATER RATES	$16,862	$926,254	$102	$921,160	$1,350	$371	$20,337
SEWER DEPARTMENT							
SEF	$0			$0			$0
SEWER USE	$21,190	$467,429		$459,511	$4,802	$6,766	$17,540
LANDFILL						TRANSFERS	
2002	($30)				($30)		$0
2003	$167,540	$905		$515	$167,930		$0
2004		$374,260		$198,045	$150		$176,065
ACCOUNTS RECEIVABLE:							
LIQUOR LICENSES	$0	$32,625		$32,605	$20		$0
VETERANS SERVICES	$5,261	$296		$4,299	$1		$1,258
							$0
TOTALS	$9,924,979	$26,137,415	$87,099	$24,551,141	$357,833	$32,358	$11,208,161

ITEMS COLLECTED	
INTEREST - TAXES	$79,813
FEES - TAXES, WATER, SEWER, SEWER AVAILABILITY, ETC	$43,821
BAG STICKERS & 2ND CAR STICKERS	$16,352
POLICE FALSE ALARMS	$1,950
LANDFILL MISC	$0
MUNICIPAL LIENS	$20,083
TOTAL CASH PAID TO TREASURER	$24,713,160

Board of Assessors

The Board of Assessors is comprised of three members, each elected for a three-year term. This past year Chairman Lawrence G. LaBarbera and member John M. Wesolowski congratulated Richard J. Howell on his re-election. The day-to-day functions of the Assessor's Office are managed by Principal Assessor Manuel Silva, MAA, Assistant Administrator Diane Hildreth, and two staff members, Frances Boudreau and Linda Ferrero.

During the past year the staff performed an interim year analysis of all property in the town, which is required by the Massachusetts Department of Revenue (DOR). The new ruling by the DOR states that all property must be within 10% of full and fair market value as of January 1st each year. After a thorough analysis of the recent sales transactions and the income & expense details of the commercial properties, the assessment-to-sale ratio showed the town to be at 94% and thus, in compliance with DOR requirements. The assessors met and decided not to change values for FY 04. All of the work was completed in-house. No help from contractual services was required, saving the community funds. The only assessments that were changed were as a result of new construction, remodeling, additions, or land subdivisions. In addition to the revaluation, the cyclical inspection program was ongoing. This will continue into the current fiscal year to fulfill the DOR requirement that all property is inspected at least once every nine years.

The Assessors and the staff have taken on additional responsibilities this past year with the passage of the Community Preservation Act and the Senior Work-Off Program. Both programs allow some taxpayers, who meet certain eligibility requirements, to receive an abatement on their annual taxes. The processing of the paperwork relating to exemptions for both of the programs is considerable and is now handled by the assessors staff.

In fiscal year 2005 the taxable value for the town increased by $31,429,242, or 2.4 % which results in a total taxable value for real and personal property of $1,318,322,023. The increase is due to new construction, both residential and commercial. There were 56 new residences built in town last year and several buildings on Boston Road that were either constructed or renovated. The new construction, or new growth, was $32,015,335 and will produce $525,051 in new tax dollars. The Massachusetts Department of Revenue has approved the tax rate for fiscal year 2005 at $16.96 per $1,000 of assessment. The new rate is an increase of .56 percent over that of last year. This single rate applies to all classes of real and personal property in accordance with the vote of the selectmen at the classification hearing held on November 1, 2004.

In summary, our goal and primary concern is to provide the town with a professional service completed by a professional and competent staff. This will result in a fair and

equitable distribution of the property taxes that fund the services provided by other departments in town.

Lawrence G. LaBarbera, ASA, CCMA, Chairman
Richard J. Howell, MAA
John M. Wesolowski

THE COMMONWEALTH OF MASSACHUSETTS
DEPARTMENT OF REVENUE
TAX RATE RECAPITULATION
of FISCAL 2005

WILBRAHAM
City/Town/District

I. TAX RATE SUMMARY

Ia. Total amount to be raised (from IIe)	$	29,550,869.50
Ib. Total estimated receipts and other revenue sources (from IIIe)		7,192,128.00
Ic. Tax levy (Ia minus Ib)	$	22,358,741.50
Id. Distribution of Tax Rates and levies		

CLASS	(b) Levy percentage (from LA-5)	(c) IC above times each percent in col (b)	(d) Valuation by class (from LA-5)	(e) Tax Rates (c) / (d) x 1000	(f) Levy by class (d) x (e) / 1000
Residential	89.9598%	20,113,879.14	1,185,959,700	16.96	20,113,876.51
Exempt					
Open Space	0.0000%	0.00	0		
Commercial	6.2822%	1,404,620.86	82,819,200	16.96	1,404,613.63
Exempt					
Industrial	1.9611%	438,477.28	25,854,200	16.96	438,487.23
SUBTOTAL	98.2031%		1,294,633,100		21,956,977.37
Personal	1.7969%	401,764.23	23,688,923	16.96	401,764.13
TOTAL	100.0000%		1,318,322,023		22,358,741.50

II. Amounts to be raised

IIa. Appropriations (col. (b) through col. (e) from Page 4)		$ 28,847,265.00
IIb. Other amounts to be raised		
1. Amounts certified for tax title purposes		
2. Debt and interest charges not included on page 4		
3. Final court judgments		
4. Total overlay deficits of prior years		
5. Total cherry sheet offsets (see cherry sheet 1-ER)	19,736.00	
6. Revenue deficits	117,320.00	
7. Offset receipts deficits Ch. 44, Sec. 53E		
8. Authorized deferral of teachers' pay		
9. Snow and ice deficit Ch. 44 Sec. 31D		
10. Other (specify on separate letter)	192,021.00	
TOTAL IIb (Total lines 1 through 10)		329,077.00
IIc. State and county cherry sheet charge (C.S. 1-EC)		236,189.00
IId. Allowance for abatements and exemptions (overlay)		138,338.50
IIe. Total amount to be raised (Total IIa through IId)		$ 29,550,869.50

III. Estimated receipts and other revenue sources

IIIa. Estimated receipts - State		
1. Cherry sheet estimated receipts (C.S. 1-ER Total)	$ 1,205,212.00	
2. Cherry sheet overestimates (C.S. 1-EC Part E col. 3)		
TOTAL IIIa		1,205,212.00
IIIb. Estimated receipts - Local		
1. Local receipts not allocated (Page 3, col. (b), Line 23)	2,544,700.00	
2. Offset receipts (See Schedule A-1)	21,000.00	
3. Enterprise funds (See Schedule A-2)	2,212,368.00	
4. Community preservation funds (See Schedule A-4)	190,000.00	
TOTAL IIIb		4,968,068.00
IIIc. Revenue sources appropriated for particular purposes		
1. Free cash (Page 4, col. (c))	166,400.00	
2. Other available funds (Page 4, col. (d))	852,448.00	
TOTAL IIIc		1,018,848.00
IIId. Other revenue sources appropriated specifically to reduce the tax rate		
1. a. Free cash...appropriated on or before June 30, 2004		
b. Free cash...appropriated on or after July 1, 2004		
2. Municipal light source		
3. Teachers' pay deferral		
4. Other source : _____		
TOTAL IIId		0.00
IIIe. Total estimated receipts and other revenue sources (Total IIIa through IIId)		$ 7,192,128.00

IV. Summary of total amount to be raised and total receipts from all sources

a. Total amount to be raised (from IIe)		$ 29,550,869.50
b. Total estimated receipts and other revenue sources (from IIIe)	$ 7,192,128.00	
c. Total real and personal property tax levy (from Ic)	$ 22,358,741.50	
d. Total receipts from all sources (total IVb plus IVc)		$ 29,550,869.50

LOCAL RECEIPTS NOT ALLOCATED *

	(a) Actual Receipts Fiscal 2004	(b) Estimated Receipts Fiscal 2005
1. Motor vehicle excise	$ 1,823,378.50	$ 1,850,000.00
2. Other excise	430.09	400.00
3. Penalties and interest on taxes and excises	99,949.65	100,000.00
4. Payments in lieu of taxes	2,488.60	2,500.00
5. Charges for Services - water		
6. Charges for Services - sewer		
7. Charges for Services - hospital		
8. Charges for Services - trash disposal		
9. Other charges for services	20,083.00	20,000.00
10. Fees	42,042.84	42,000.00
11. Rentals	31,250.00	31,000.00
12. Departmental revenue - Schools		
13. Departmental revenue - Libraries	5,869.42	5,800.00
14. Departmental revenue - Cemeteries		
15. Departmental revenue - Recreation		
16. Other departmental revenue	22,893.10	22,000.00
17. Licenses and permits	249,149.15	249,000.00
18. Special assessments	13,929.35	14,000.00
19. Fines and forfeits	38,252.16	38,000.00
20. Investment income	37,915.75	40,000.00
21. Miscellaneous recurring (please specify)	9,715.00	10,000.00
22. Miscellaneous non-recurring (please specify)	189,177.84	120,000.00
23. TOTALS	$ 2,586,524.45	$ 2,544,700.00

I hereby certify that the actual receipts as shown in column (a) are, to the best of my knowledge correct and complete, and I further certify that I have examined the entries made on page 4 of the fiscal 2005 tax rate recapitulation form by the City/Town/District Clerk and hereby acknowledge that such entries correctly reflect the appropriations made and the sources from which such appropriations are to be met.

Date	Accountant/Auditor	Tel. No.

* Do not include receipts in columns (a) or (b) that were voted by the City/Town/District Council or Town Meeting as offset receipts on Schedule A-1, enterprise funds on Schedule A-2, or revolving funds on Schedule A-3. Written documentation must be submitted to support increases / decreases of estimated receipts to actual receipts.

Written documentation must be submitted to support increases/decreases of FY2004 estimated receipts to FY2005 estimated receipts to be used in calculating the municipal revenue growth factor.

CERTIFICATION OF APPROPRIATIONS AND SOURCES OF FUNDING

APPROPRIATIONS							AUTHORIZATIONS MEMO ONLY	
City/Town Council or Town Meeting Dates	FY*	(a) Total Appropriations Of Each Meeting	(b) ** From Raise and Appropriate (Tax Levy)	(c) From Free Cash See B-1	(d) From Other Available Funds See B-2	(e) From Offset Receipts, See A-1 or Enterprise Funds, See A-2 Community Preservation See A-4	(f) *** Revolving Funds See A-3	(g) Borrowing Authorization (Other)
05/17/04	fy05	28,847,265.00	25,595,049.00	166,400.00	852,448.00	2,233,368.00	35,000.00	1,861,000.00
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		0.00						
Totals		28,847,265.00	25,595,049.00	166,400.00	852,448.00	2,233,368.00		
		Must Equal Cols. (b) thru (e)						

* Enter the fiscal year to which the appropriation relates, i.e., fiscal year 2004 or fiscal 2005.

** Appropriations included in column (b) must not be reduced by local receipts or any other funding source. Appropriations must be entered gross to avoid a duplication in the use of estimated or other sources of receipts.

*** Include only revolving funds pursuant to Chapter 44, Section 53 E 1/2.

I hereby certify that the appropriations correctly reflect the votes taken by City/Town/District Council.

WILBRAHAM
City/Town

Date

Clerk

Tel. No.

Town Accountant

The Accounting Department is looking forward to implementing a new computer software system in FY2005. Our current software provider, Sumaria, is changing their entire software platform and is providing the town with upgraded software at no charge. For the Accounting Department this equates to five new software packages: General Ledger, Accounts Payable, Budget Composition, Payroll and Revenue and Expenditure Reports. It will be a challenging and exciting year for all of us.

One of the main responsibilities of the Accounting Department is to provide all the necessary reports to the Department of Revenue, Division of Local Services, for them to provide the town with a "free cash" figure at year-end. The result for FY2004 was a certified figure of $472,501. This amount can be used for any lawful expenditure appropriated at town meeting.

This department provides line-by-line budget information to all department directors on a weekly basis, enabling them to monitor and track their department's spending. This information is also helpful to them in developing their budgets for the following year.

Elayne Stratton, the accounts payable/payroll clerk is kept very busy processing 20,000 to 25,000 vendor and payroll checks annually. She produces warrants for signature weekly to pay vendors and employees. She processes each invoice, presented for payment by the departments, making sure dates are correct and signatures and accounts numbers are on each bill. She ensures all employee deductions are taken as requested by the employee.

Nancy Johnson, Assistant Town Accountant, in addition to day-to-day accounting work, provides information to the Finance Committee and Capital Projects Committee. She attends their meetings and is their recording secretary. Nancy is very involved in the budget process; she works closely with all department directors ensuring their budget requests are processed and given to the Finance Committee for discussion.

The Accounting Department monitors all towns spending making sure the town is in compliance with Massachusetts General Laws and Town Meeting votes. The department uses the Uniform Massachusetts Accounting System (UMAS) and GAPP (generally accepted accounting principles) to keep the financial records of the town.

I would like to take this opportunity to thank my staff, Nancy Johnson and Elayne Stratton for their continued hard work. I appreciate them both, always going the extra yard.

JoAnne DeGray, CGA
Town Accountant

Combined Balance Sheet - All Types and Account Group FY2004

	General Funds	Government Fund Types		Proprietary Fund Types	Fiduciary Fund Types	Account Group	Totals
	General	Special Revenue	Capital Projects	Enterprise	Trust & Agency	General Long Term Debt	Memorandum Only
Assets							
Cash & Cash Equivalents	1,168,508.72	1,107,603.36	111,378.46	70,015.00	668,074.09		3,125,579.63
Restricted Cash					1,203,407.46		1,203,407.46
Receivables:							
Property Taxes	464,006.52						464,006.52
Tax Liens	112,673.14						112,673.14
Excises	124,974.11						124,974.11
Utilities				221,063.48			221,063.48
Special Assessments	82,822.98						82,822.98
Other	-750.15	240,973.40					240,223.25
Due from Other Governments	1,257.43						1,257.43
Taxes in Possession	99,852.63						99,852.63
Amt to be Provided for BANS			935,774.00				935,774.00
Amt to be Provided for Retirement of General Long Term Obligations						2,243,000.00	2,243,000.00
TOTAL ASSETS	2,053,345.38	1,348,576.76	1,047,152.46	$291,078.48	$1,871,481.55	$2,243,000.00	$8,854,634.63
Liabilities & Fund Equity							
Liabilities:							
Reserved for Abatements & Exemptions	219,415.25						219,415.25
Deferred Revenue	665,421.41	240,973.40		221,063.48			1,127,458.29
Performance Bonds					1,176,238.82		1,176,238.82
General Obligation Bonds						1,590,000.00	1,590,000.00
Accrued Compensated Absences						653,000.00	653,000.00
BAN'S Payable			935,774.00				935,774.00
TOTAL LIABILITIES	884,836.66	240,973.40	935,774.00	$221,063.48	$1,176,238.82	$2,243,000.00	$5,701,886.36
Fund Equity:							
Retained Earnings:				64,664.65			64,664.65
Unreserved							
Fund Balance:							
Reserved for Encumbrances	127,785.00	24,215.00		35,500.00			187,500.00
Reserved for Expenditures	169,400.00	945,129.38	111,378.46	87,169.00	668,074.09		1,981,150.93
Reserved for Revenue Deficit				-117,318.65			-117,318.65
Unreserved, Undesignated	871,323.72	741.04					872,064.76
Restricted Fund Balance		137,517.94			27,168.64		164,686.58
TOTAL EQUITY	1,168,508.72	1,107,603.36	111,378.46	$70,015.00	$695,242.73		3,152,748.27
TOTAL LIABILITIES & FUND EQUITY	$2,053,345.38	$1,348,576.76	$1,047,152.46	$291,078.48	$1,871,481.55	$2,243,000.00	$8,854,634.63

ANNUAL TOWN REPORT

FY2004 GENERAL AND ENTERPRISE FUND EXPENDITURES

DEPARTMENT	FY2004 BUDGET	FY2004 TRANS IN/OUT	FY2004 EXPENDED	FY2004 ENCUMBERED	FY2004SURPLUS
SELECTMEN SALARIES	145,513.00	0.00	144,887.16	0.00	625.84
SELECTMEN EXPENSES	23,584.00	9,653.00	31,293.49	1,943.00	0.51
TOTAL DEPT	169,097.00	9,653.00	176,180.65	1,943.00	626.35
TOWN MEETING SALARIES	13,547.00	0.00	11,072.29	0.00	2,474.71
TOWN MEETING EXPENSES	6,148.00	0.00	4,812.54	410.00	925.46
TOTAL DEPT.	19,695.00	0.00	15,884.83	410.00	3,400.17
REGISTRARS SALARIES	14,309.00	0.00	13,277.69	0.00	1,031.31
REGISTRARS EXPENSES	5,175.00	0.00	4,906.39	0.00	268.61
TOTAL DEPT.	19,484.00	0.00	18,184.08	0.00	1,299.92
TOWN REPORTS	9,500.00	0.00	6,222.46	0.00	3,277.54
ACCOUNTING SALARIES	88,430.00	1,200.00	89,407.64	0.00	222.36
ACCOUNTING EXPENSES	23,475.00	0.00	22,189.08	1,285.00	0.92
TOTAL DEPT.	111,905.00	1,200.00	111,596.72	1,285.00	223.28
ASSESSORS SALARIES	135,122.00	0.00	135,118.68	0.00	3.32
ASSESSORS EXPENSES	16,500.00	0.00	10,631.89	5,868.00	0.11
TOTAL DEPT.	151,622.00	0.00	145,750.57	5,868.00	3.43
TREAS/COLL SALARIES	102,760.00	-3,000.00	98,419.25	0.00	1,340.75
TREAS/COLL EXPENSES	45,730.00	0.00	37,006.06	8,723.00	0.94
TOTAL DEPT.	148,490.00	-3,000.00	135,425.31	8,723.00	1,341.69

DEPARTMENT	FY2004 BUDGET	FY2004 TRANS IN/OUT	FY2004 EXPENDED	FY2004 ENCUMBERED	FY2004 SURPLUS
TOWN CLERK SALARIES	69,366.00	0.00	69,060.16	0.00	1.84
TOWN CLERK EXPENSES	3,845.00	0.00	3,817.80	0.00	27.20
TOTAL DEPT.	73,211.00	0.00	72,877.96	0.00	333.04
LEGAL EXPENSES	35,188.00	69,864.00	99,198.88	5,853.00	0.12
TOWN OFFICE EXPENSES	76,500.00	16,800.00	76,748.95	16,551.00	0.05
DATA PROCESSING SALARIES	48,182.00	-3,811.00	42,406.36	0.00	1,964.64
DATA PROCESSING EXPENSES	80,000.00	0.00	60,531.93	19,468.00	0.07
TOTAL DEPT.	128,182.00	-3,811.00	102,938.29	19,468.00	1,964.71
PLANNING SALARIES	76,172.00	0.00	76,171.09	0.00	0.91
PLANNING EXPENSES	3,640.00	0.00	3,640.00	0.00	0.00
TOTAL DEPT.	79,812.00	0.00	79,811.09	0.00	0.91
TOWN PROPS. SALARIES	58,035.00	-1,500.00	56,408.38	0.00	126.62
TOWN PROPS. EXPENSES	145,312.00	2,000.00	142,134.52	5,177.00	0.48
TOTAL DEPT.	203,347.00	500.00	198,542.90	5,177.00	127.10
PENSIONS EXPENSES	781,387.00	0.00	781,387.00	0.00	0.00
GROUP INSURANCE EXPENSE	774,458.00	-23,234.00	698,216.48	0.00	53,007.52
GENERAL INSURANCE EXPENSE	263,522.00	0.00	257,621.26	5,900.00	0.74
SURETY BONDS	1,500.00	0.00	1,377.50	0.00	122.50
INSPECTORS SALARIES	86,752.00	-750.00	85,457.78	0.00	544.22
INSPECTORS EXPENSES	3,525.00		3,521.24	0.00	3.76
TOTAL DEPT.	90,277.00	-750.00	88,979.02	0.00	547.98

DEPARTMENT	FY2004 BUDGET	FY2004 TRANS IN/OUT	FY2004 EXPENDED	FY2004 ENCUMBERED	FY2004 SURPLUS
POLICE DEPT. SALARIES	1,664,412.00	-21,000.00	1,554,434.50	0.00	88,977.50
POLICE DEPT. EXPENSES	134,787.00	0.00	134,293.53	330.00	163.47
POLICE NON-RECURRING	0.00	0.00	0.00	0.00	0.00
TOTAL DEPT.	1,799,199.00	-21,000.00	1,688,723.03	330.00	89,145.97
FIRE DEPT. SALARIES	1,088,691.00	6,000.00	1,090,568.36	0.00	4,122.64
FIRE DEPT. EXPENSES	104,000.00	0.00	100,326.55	3,673.00	0.45
FIRE NON-RECURRING	0.00	0.00	0.00	0.00	0.00
TOTAL DEPT.	1,192,691.00	6,000.00	1,190,894.91	3,673.00	4,123.09
TREE WARDEN SALARIES	7,354.00	0.00	7,354.00	0.00	0.00
TREE WARDEN EXPENSES	22,150.00	0.00	22,100.48	0.00	49.52
TOTAL DEPT.	29,504.00	0.00	29,454.48	0.00	49.52
DISPATCH SALARIES	264,875.00	10,000.00	270,003.24	0.00	4,871.76
DISPATCH EXPENSES	3,875.00	0.00	1,682.56	0.00	2,192.44
TOTAL DEPT.	268,750.00	10,000.00	271,685.80	0.00	7,064.20
SEALER WGTS SALARIES	3,511.00	0.00	3,511.00	0.00	0.00
SEALER WGTS EXPENSES	725.00	0.00	565.00	0.00	160.00
TOTAL DEPT.	4,236.00	0.00	4,076.00	0.00	160.00
CIVIL DEFENSE SALARIES	1,140.00	0.00	1,140.00	0.00	0.00
CIVIL DEFENSE EXPENSES	0.00	0.00	0.00	0.00	0.00
TOTAL DEPT.	1,140.00	0.00	1,140.00	0.00	0.00
DOG OFFICER SALARIES	13,687.00	0.00	13,687.00	0.00	0.00
DOG OFFICER EXPENSES	7,313.00	0.00	5,593.57	500.00	1,219.43
TOTAL DEPT.	21,000.00	0.00	19,280.57	500.00	1,219.43
REGIONAL SCHOOL ASSESSMENT	15,564,291.00	5,277.00	15,384,351.96	0.00	185,216.04
HIGHWAY SALARIES	537,545.00	0.00	535,143.66	0.00	2,401.34
HIGHWAY EXPENSES	567,131.00	33,345.00	555,670.15	44,805.00	0.85
HIGHWAY NON-RECURRING	0.00	0.00	0.00	0.00	0.00
TOTAL DEPT.	1,104,676.00	33,345.00	1,090,813.81	44,805.00	2,402.19

DEPARTMENT	FY2004 BUDGET	FY2004 TRANS IN/OUT	FY2004 EXPENDED	FY2004 ENCUMBERED	FY2004 SURPLUS
ENGINEERING SALARIES	67,279.00	0.00	67,276.71	0.00	2.29
ENGINEERING EXPENSES	21,450.00	0.00	21,307.08	142.00	0.92
TOTAL DEPT.	88,729.00	0.00	88,583.79	142.00	3.21
HISTORICAL EXPENSES	0.00	0.00	0.00	0.00	0.00
CONSERVATION EXPENSES	1,275.00	0.00	997.22	277.00	0.78
BRD OF APPEALS EXPENSES	1,000.00	0.00	999.90	0.00	0.10
INSECT CONTROL SALARIES	2,095.00	0.00	2,095.00	0.00	0.00
INSECT CONTROL EXPENSES	7,150.00	0.00	150.00	2,000.00	5,000.00
TOTAL DEPT.	9,245.00	0.00	2,245.00	2,000.00	5,000.00
SANITARIAN SALARIES	8,716.00	0.00	8,716.00	0.00	0.00
SANITARIAN EXPENSES	680.00	0.00	680.00	0.00	0.00
TOTAL DEPT.	9,396.00	0.00	9,396.00	0.00	0.00
C.O.A. SALARIES	116,285.00	-1,900.00	113,617.48	0.00	767.52
C.O.A. EXPENSES	11,868.00	0.00	11,395.13	390.00	82.87
TOTAL DEPT.	128,153.00	-1,900.00	125,012.61	390.00	850.39
VETERANS SALARIES	9,209.00	0.00	6,425.48	0.00	2,783.52
VETERANS EXPENSES	8,750.00	0.00	6,356.99	0.00	2,393.01
TOTAL DEPT.	17,959.00	0.00	12,782.47	0.00	5,176.53
CEMETERIES EXPENSES	14,675.00	0.00	14,674.94	0.00	0.06
LIBRARY SALARIES	416,735.00	-8,050.00	390,931.38	0.00	17,753.62
LIBRARY EXPENSES	188,250.00	8,050.00	191,812.79	4,487.00	0.21
TOTAL DEPT.	604,985.00	0.00	582,744.17	4,487.00	17,753.83

DEPARTMENT	FY2004 BUDGET	FY2004 TRANS IN/OUT	FY2004 EXPENDED	FY2004 ENCUMBERED	FY2004 SURPLUS
RECREATION SALARIES	85,949.00	-2,700.00	81,040.46	0.00	2,208.54
RECREATION EXPENSES	4,800.00	0.00	4,800.00	0.00	0.00
TOTAL DEPT.	90,749.00	-2,700.00	85,840.46	0.00	2,208.54
DEBT	495,381.00	-5,500.00	4,898,881.00	0.00	0.00
INTEREST ON DEBT	56,832.00	-1,550.00	47,130.31	0.00	8,151.69
SPECIAL ARTICLES	5.00	0.00	0.00	0.00	5.00
TOTAL GENERAL FUND	24,641,048.00	89,194.00	28,616,652.38	127,782.00	394,807.62
					0.00
WASTEWATER SALARIES	160,424.00	0.00	158,630.53	0.00	1,793.47
WASTEWATER EXPENSES	322,666.00	0.00	283,871.37	35,000.00	3,794.63
TOTAL DEPT.	483,090.00	0.00	442,501.90	35,000.00	5,588.10
WASTEWATER SPECIAL ARTICLES	126,235.00	0.00	125,528.47	0.00	706.53
WATER SALARIES	303,410.00	700.00	300,560.07	0.00	3,549.93
WATER EXPENSES	777,962.00	12,903.00	746,128.61	0.00	44,736.39
WATER NON-RECURRING	65,000.00	0.00	65,000.00	0.00	0.00
TOTAL DEPT	1,146,372.00	13,603.00	1,111,688.68	0.00	48,286.32
WATER SPECIAL ARTICLES	50,000.00	-13,603.00	0.00	0.00	36,397.00
SOLID WASTE SALARIES	172,849.00	0.00	170,492.17	0.00	2,356.83
SOLID WASTE EXPENSES	333,454.00	0.00	319,394.55	500.00	13,559.45
TOTAL DEPT.	506,303.00	0.00	489,886.72	500.00	15,916.28
TOTAL ENTERPRISES	2,312,000.00	0.00	2,169,605.77	35,500.00	106,894.23
TOTAL EXP GEN & ENTERPRISE FDS	26,953,048.00	89,194.00	30,786,258.15	163,282.00	501,701.85

Name	Title	Paid by General Fd	Paid by Wastewater	Paid by Water	Paid by Solid Waste	Overtime	Personal Day	Longevity	Holiday	Special Pay	Grant	Gross
SELECTMEN'S OFFICE												
William J. Fogarty	Town Administrator	71,837.74	6,365.06	6,365.06	6,365.06		342.88					91,275.80
Wendy L. Foxmyn*	Assistant Town Administrator	8,932.80	791.64	791.64	791.64							11,307.72
Pamela E. Beall	Principal Secretary	23,335.78	2,068.04	2,068.04	2,068.04	2,294.58						31,834.48
Herta Dane	Human Resources Asst.	24,139.44	2,139.02	2,139.02	2,139.02		115.24					30,671.74
Amy Delisle	Benefits Coordinator	10,477.14	928.54	928.54	928.54	157.23						13,419.99
David W. Barry	Chairman Selectman	4,127.76										4,127.76
Kevin Moriarty	Selectman	3,725.00										3,725.00
James E. Thompson	Selectman	3,944.24										3,944.24
Caroline E. Cunningham	Public Access Director	6,165.12									30,000.00	36,165.12
*Start date October 2004												
ACCOUNTING												
JoAnne DeGray	Town Accountant	38,384.32	3,401.06	3,401.06	3,401.06	n/a	183.21					48,770.71
Nancy C. Johnson	Assistant Town Accountant	28,847.78	2,556.06	2,556.06	2,556.06	1,203.39	137.69					37,857.04
Elayne Stratton	Accts Payable/Payroll Clerk	21,496.28	1,904.24	1,904.24	1,904.24	-	104.65	816.27				28,129.92
ASSESSORS												
Manuel D. Silva	Principal Assessor	43,766.72					154.42					43,921.14
Frances J. Boudreau	Assistant Administrative Clerk	27,209.00						544.18				27,753.18
Linda M. Ferraro	Clerk	26,212.20						540.44				26,752.64
Diane L. Hildreth	Asst. Assessor/Data Collector	34,015.80					130.83	680.32				34,826.95
Richard J. Howell	Assessor	2,641.02										2,641.02
Lawrence G. Labarbera	Assessor	2,641.98										2,641.98
John M. Wesolowski	Assessor	2,511.00										2,511.00
COLLECTOR/TREASURER												
Thomas P. Sullivan	Collector/Treasurer	45,240.00	4,008.68	4,008.68	4,008.68					1,000.00		58,266.04
Janet M. Costa	Assistant Collector	21,727.42	1,925.30	1,925.30	1,925.30	41.22						27,544.54
Lynne A. Frederick	Assistant Treasurer	23,100.48	2,046.98	2,046.98	2,046.98	152.59	109.55					29,503.56
INFORMATION TECHNOLOGY												
John F. Sternala*	Information Technology Director	26,898.22	2,383.18	2,383.18	2,383.18							34,047.76
*Start date April, 2004												
TOWN CLERK												
Beverly J. Litchfield	Town Clerk	43,475.46								1,000.00		44,475.46
Carole J. Tardif	Assistant Town Clerk	28,218.32										28,218.32
Diane M. Guihan	Clerical/Floater	17,758.66	500.17	500.17	2,433.53			382.24				21,574.77
Arthur F. Dionne	Moderator	200.00										200.00
Rodney W. Fountain	Registrar	495.00										495.00
Thomas W. Mango	Registrar	657.00										657.00
John J. Shea	Registrar	598.50										598.50

Name	Title	Paid By General Fd	Paid By Wastewater	Paid By Water	Paid By Solid Waste	Overtime	Personal Day	Longevity	Holiday	Special Pay	Grant	Gross
PLANNING												
John M. Pearsall	Town Planner	49,524.02					186.75					49,710.77
Frances A. Popovich	Clerk/Typist	27,209.00				56.05		408.13				27,673.18
DISPATCH												
Thomas S. Cortis	Dispatch Supervisor	44,848.18					180.38					45,028.56
David K. Clark	Dispatcher	36,445.76				1,261.35		728.90	448.56	1,382.39		40,266.96
Mark E. Duclos	Dispatcher	36,445.76				1,102.54		546.67	1,009.24	79.24		39,183.45
Linda J. Ely	Dispatcher	30,860.23				5,270.94			180.72	1,367.51		37,679.40
Anthony Gentile, Jr.	Dispatcher	36,445.76				13,678.64	149.52	364.45	897.12	1,757.27		53,292.76
Shirley Rae	Dispatcher	36,445.76				4,092.38	149.52	1,275.58	594.08	621.74		43,179.06
Mark A. Ouimet	Part-Time Dispatcher	13,998.30							229.88	568.82		14,797.00
INSPECTORS												
Lance W. Trevallion	Building Inspector	46,127.12										46,127.12
Melissa A. Graves	Administrative Clerk	12,005.00				674.01						12,679.01
Daniel J. Driscoll	Electrical Inspector	7,792.09								879.96		8,672.05
Bernard A. Sears	Plumbing Inspector	7,792.09								879.96		8,672.05
TOWN PROPERTIES												
Robert H. Dziekian	Custodian	31,021.12						615.68				31,636.80
Donald R. Martel	Custodian	27,522.94										27,522.94
SEALER OF WGTS AND MEASURES												
William H. Garvey	Sealer of Wgts and Measures	3,633.90								500.00		4,133.90
DOG OFFICER												
Gille Turcotte	Dog Officer	9,085.34										9,085.34
Anne Turcotte	Dog Officer	4,376.25										4,376.25
Dr. Dorsie Kovac	Town Veterinarian	500.00										500.00
TREE WARDEN/INSECT CONTROL												
Gordon Long	Tree Warden/Insect Control	8,906.61								738.48		9,645.09
SANITARIAN												
Lorri A. McCool	Sanitarian	8,642.31								24,865.00		33,507.31

Name	Title	Paid by General Fd	Paid by Wastewater	Paid by Water	Paid by Solid Waste	Overtime	Personal Day	Longevity	Holiday	Special Pay	Grant	Gross
ENGINEERING												
Edmond W. Miga	DPW Director	32,070.48	7,483.06	20,310.94	14,965.86		281.38					75,111.72
Ronald Lavoie	Assistant DPW Director	4,897.49	19,589.31	4,897.49	19,589.31		184.66					49,158.26
Tonya L. Basch	Assistant Engineer	23,214.88	7,965.00	4,643.08	4,643.08							40,466.04
Dena Grochmal*	Sr. Engineering Aide	3,463.70	306.97	306.97	306.97							4,384.61
Donna E. Daviau	Administrative Secretary	8,673.59	5,266.28	5,266.28	2,478.17		81.69					21,766.01
Krystine J. Viess	Administrative Clerk		4,716.11	5,078.86	4,716.11							14,511.08
*Start date Nov. 2004												
HIGHWAY												
Frank L. Shea	Highway Superintendent	45,053.84					169.89					45,223.73
Jeffrey A. Lewis	Mechanic	28,843.36	4,120.48	4,120.48	4,120.48	5,912.32	158.48	412.04		120.00		47,807.64
Douglas R. Cutler, Jr.	DPW Worker	31,928.00				1,047.65		653.75				33,629.40
Dennis H. Dumais	DPW Worker	33,446.40				6,821.94		1,003.40		1,140.00		42,411.74
Lionel J. Duquette	DPW Worker	33,446.40				4,486.32		1,003.40		3,540.21		42,476.33
John M. Garland	DPW Worker	32,722.80				771.84	128.64	836.16				34,459.44
Timothy G. Grise	DPW Worker	33,446.40				2,942.64		668.92		720.00		37,777.96
Kevin L. LaPlante	DPW Worker	33,446.40				4,627.02		836.16		840.00		39,749.58
Scott A. Loncrini	DPW Worker	31,210.40				2,506.64		n/a		3,120.94		36,837.98
Michael P. Lowe	DPW Worker	33,446.40				3,630.06		334.46		3,281.86		40,692.78
Paul A. Maguire	DPW Worker	27,820.16				2,738.37		n/a		1,395.00		31,953.53
Mitchell D. Opalinski	DPW Worker	32,424.40				96.46		663.68				33,184.54
Richard W. Searles	DPW Worker	33,446.40				2,556.72		334.46				36,337.58
Thomas C. Tassinari	DPW Worker	31,210.40				1,666.21				480.00		33,356.61
WATER DEPT												
Michael Framarin	Water Superintendent	49,288.50					185.03					49,473.53
Paul R. Willoughby	Water Service Worker			33,446.40		2,785.86		668.92		1,536.44		38,437.62
Robert Gibson	Water Service Worker			30,784.00		2,952.60	118.40	615.58		1,605.00		36,075.58
Anthony L. Garceau	Water Service Worker			28,353.76		2,031.23				1,590.00		31,974.99
Kevin A. Shaw	Water Service Tech.			35,588.79		3,284.48		1,067.67		1,725.00		41,665.94
William Turnberg	Water Service Worker			33,446.40		1,085.40		1,003.40		745.88		36,281.08
Alan R. Burch	Water Commissioner (1 quarter)			37.50								37.50
Albert Kirk	Water Commissioner			150.00								150.00
Leland P. Miner	Water Commisioner			150.00								150.00
Zigmund A. Peret	Water Commissioner			150.00								150.00
WASTEWATER												
Richard H. Zamora	W.W. Systems Technician		35,588.80			2,557.96		711.76				38,858.52
Bruce A. Strong	Wastewater Worker		33,446.40			4,052.16	128.64	1,003.40		622.50		39,253.10

Name	Title	Paid by General Fd	Paid by Wastewater	Paid by Water	Paid by Solid Waste	Overtime	Personal Day	Longevity	Holiday	Special Pay	Grant	Gross
SOLID WASTE												-
												-
Marna J. Huber	Recycling Coordinator				37,546.60	1,369.11	144.41	938.67				39,998.79
Richard Menard	Solid Waste Worker				18,714.40	81.72						18,796.12
Richard Vierthaler	Solid Waste Worker				29,070.72	3,620.59				960.00		33,651.31
												-
COUNCIL ON AGING												-
												-
Dorothy H. Hooper	Council on Aging Director	41,189.46										41,189.46
Paula Dubord	Assistant COA Director	18,844.66										18,844.66
Claudia E. Considine	Registered Nurse	10,828.01										10,828.01
Bridget W. Wallace	Social Services Coordinator	36,093.46										36,093.46
Mary Ellen Schmidt	Volunteer Coordinator	4,632.50									9,943.75	14,576.25
												-
VETERANS												-
												-
Richard Prochnow	Veterans Agent	5,719.30								302.50		6,021.80
Herta Dane	Secretary	499.94										499.94
												-
LIBRARY												-
												-
Christine F. Bergquist	Library Director	51,204.92					193.08					51,398.00
Nancy E. Menard	Assistant Library Director	40,289.60										40,289.60
Elaine H. Crane	Childrens Librarian	41,325.35					158.90	1,032.85				42,517.10
Karen M. Demers	Adult Services Librarian	41,643.15					158.90	619.71				42,421.76
Susan Getchell	Administrative Clerk	11,321.56										11,321.56
Matthew V. Jaquith	Assistant Reference Librarian	3,491.74										3,491.74
Heidi B. Kane	Assistant Childrens Librarian	12,351.27										12,351.27
Susan C. Kent	Assistant Childrens Librarian	16,042.77										16,042.77
Ardath O. McEathron	Assistant Reference Librarian	24,353.14						850.40				25,203.54
Patricia A. McCollum	Administrative Secretary	19,770.70						412.30				20,183.00
Cindy R. Rusczek	Assistant Childrens Librarian	25,797.08						536.38				26,333.46
Debra Searles	Library Assistant	15,415.60						353.60				15,769.20
Claire M. Stevenson	Technical Services Librarian	41,680.45						826.28				42,506.73
Wayne K. Wrubel	Library Auto Technician	37,618.83						750.94				38,369.77
LIBRARY PAGES												
Mary S. Bell	Library Page	5,103.08										5,103.08
Veronica M. Meschke	Library Page	4,117.57										4,117.57
Gail F. Wholley	Library Page	3,179.32										3,179.32
RECREATION												
Bryan J. Litz	Recreation Director	39,544.18					143.93					39,688.11
Merrie W. Kaye	Administrative Clerk	14,761.24										14,761.24
Clifford W. Zimmer	Program Coordinator	22,520.90										22,520.90
Figures provided by the Accounting Department												

POLICE DEPARTMENT	Base	Shift	Watch	Court							Special	
Name	Salary	Diff	Command	Time	Training	Holiday	Defib.	**Incentive	Longevity	Overtime	Pay	Gross
Chief Allen Stratton	68,755.18	-	-	-	-	-	1,718.86	12,133.42	1,684.80	-	-	84,292.26
Captain Raymond J. Kallaugher	57,410.08	1,756.91	-	180.11	876.30	692.64	1,435.20	n/a	843.96	9,722.14	-	72,917.34
Captain Roger W. Tucker	57,410.08	108.09	-	173.18	266.69	230.88	1,435.20	14,352.72	1,170.74	9,852.28	-	84,999.86
Sgt Daniel E. Carr	47,340.28	1,424.49	-	582.72	764.82	-	1,183.52	11,834.68	946.92	182.10	236.70	64,496.23
Sgt. Glen R. Clark	47,340.28	1,433.98	-	582.72	-	801.15	1,183.52	4,734.08	710.32	1,857.42	145.68	58,789.15
Sgt. Timothy F. Kane, Jr.	47,340.28	1,483.62	-	619.14	1,566.06	776.87	1,183.52	11,834.68	710.32	6,348.76	-	71,863.25
Sgt. Gary J. Pabis	47,340.28	9.49	-	145.68	728.40	971.08	1,183.52	9,467.64	1,183.52	1,019.76	946.80	62,996.17
Patrolman Shawn B. Baldwin	39,450.32	1,201.96	64.74	607.00	-	-	986.44	7,889.96	394.68	1,661.54	907.30	53,163.94
Patrolman Donald R. Bouchard	39,450.32	599.42	32.37	546.30	91.05	647.36	986.44	3,944.72	986.44	910.50	1,183.44	49,378.36
*Patrolman Timothy J. Camerlin	32,936.42	990.35	-	-	-	154.08	811.35	-	n/a	1,623.73	-	36,515.93
*Patrolman Gregory M. Caputo	33,080.88	1,003.11	-	288.90	-	-	811.35	-	4,813.09	2,148.42	-	42,145.75
Patrolman Christopher J. Doyle	39,450.32	1,201.35	360.12	849.80	60.70	971.09	986.44	7,889.96	n/a	2,290.28	-	54,060.06
Patrolman Clifton M. Graves	39,450.32	1,238.56	1,185.50	849.80	303.50	679.80	986.44	3,944.72	394.68	6,989.04	-	56,022.36
Patrolman Thomas P. Korzec	39,450.32	1,189.76	97.10	-	-	222.55	986.44	n/a	591.76	61.92	-	42,599.85
Patrolman Dennis LaPlante	39,450.32	-	32.37	-	-	647.40	986.44	n/a	788.84	-	-	41,905.37
Patrolman Peter Laviolette	39,450.32	14.03	210.40	121.40	576.65	809.25	986.44	n/a	591.76	1,620.75	-	44,381.00
Patrolman Edward C. Lennon	39,450.32	1,220.26	587.25	728.40	151.75	161.84	986.44	9,862.32	n/a	3,013.00	-	56,161.58
Patrolman Christian A. Letendre	39,450.32	1,203.18	52.60	728.40	151.75	647.40	986.44	3,944.72	394.68	1,428.89	-	48,988.38
Patrolman Matthew Markiewicz	39,450.32	1,206.23	97.11	333.85	60.70	485.54	986.44	7,889.96	n/a	1,645.61	1,183.44	53,339.20
Patrolman Daniel E. Menard	39,450.32	76.26	-	-	60.70	323.70	986.44	n/a	394.68	3,141.30	-	44,433.40
Patrolman Mark A. Paradis	39,450.32	374.31	230.64	515.95	121.40	-	986.44	7,889.96	788.84	2,778.32	-	53,136.18
Patrolman James H. Pirog	39,450.32	48.80	1,788.36	-	121.40	323.70	986.44	7,889.96	986.44	2,983.45	-	54,578.87
Patrolman Lawrence H. Rich, II	39,450.32	8.54	-	364.20	151.75	161.85	986.44	7,889.96	591.76	819.45	-	50,424.27
Patrolman Jeffrey R. Rudinski	39,450.32	1,204.73	327.75	364.20	-	303.47	986.44	n/a	n/a	2,743.70	-	45,380.61
Patrolman John P. Siniscalchi	39,450.32	24.40	97.11	1,031.90	182.10	323.70	986.44	3,944.72	788.84	1,456.80	-	48,286.33
Patrolman Harold R. Swift, III	39,450.32	1,217.82	352.01	607.00	121.40	647.40	986.44	n/a	394.68	4,186.62	-	47,963.69
Patrolman Robert G. Zollo	39,450.32	625.65	465.30	789.10	212.45	710.12	986.44	9,862.32	591.76	3,794.17	-	57,487.63
												-
Lisa M. Corriveau, Admin Asst	37,546.60	-	-	-	-	-	938.60	-	938.67	-	1,318.07	40,741.94
*Probationary Patrolmen												-
**One half of Incentive paid by State												-
Figures provided by the Accounting Department												

FIRE DEPARTMENT Name	Base Salary	*EMT	Shift Diff	**Holiday	*Amb. OT	Special Pay	Longevity	Incentive	Training	Overtime	Gross
Chief Francis Nothe	58,340.20	5,833.74	1,089.66	3,142.89	435.60	1,233.82	2,392.00	2,990.52	105.66	2183.64	77,747.73
Acting Captain David F. Bourcier	46,276.88	6,478.94	943.54	2,456.33	900.05	-	1,047.28	3,395.06	248.00	15990.15	77,736.23
Captain Irving Laware	46,276.88	4,627.74	943.54	2,456.33	625.47	2,950.88	1,685.32	1,849.20	322.97	5,636.37	67,374.70
Captain Thomas Laware	46,276.88	4,627.74	943.54	2,456.33	6,744.90	-	1,332.24	2,314.00	99.20	3,768.15	68,562.98
Captain Karl E. Nelson	46,276.88	4,627.74	943.54	2,456.33	1,640.05	-	1,685.32	2,314.00	91.50	4,377.76	64,413.12
Captain Nicholas M. Yarmac	43,387.24	4,338.62	-	2,317.43	11,221.90	2,317.64	1,159.08	1,301.82	2,000.00	2,656.98	70,700.71
Private Paul M. Budaj	40,254.24	6,440.72	820.82	2,136.65	2,215.93	-	386.36	n/a	230.11	5,139.27	57,624.10
Private Lisa M. Carney	40,225.48	6,440.72	820.82	2,136.65	201.35	-	386.36	n/a	-	1,928.16	52,139.54
Private Anthony V. Cerini	40,254.24	6,440.72	820.82	2,058.45	9,985.41	4,830.54	628.16	2,415.40	79.59	4,880.26	72,393.59
Private Daniel J. Corliss	40,254.24	6,440.72	820.82	2,136.65	2,476.35	-	386.36	n/a	79.59	3,447.03	56,041.76
Private Wendy Denning	40,254.24	5,635.76	820.82	2,136.65	27,531.68	257.76	579.28	3,027.44	636.72	7,226.92	88,107.27
Private Scott E. Facey	40,254.24	4,025.32	820.82	2,136.65	404.65	379.17	1,465.88	2,012.92	79.59	2,094.15	53,673.39
*Private Dane A. George	38,312.47	5,364.42	780.78	2,037.45	13,035.74	-	n/a	n/a	75.69	6,070.96	65,677.51
Private Neal Johnson	40,254.24	4,025.32	820.82	2,136.65	404.65	1,851.48	1,047.28	n/a	-	1,250.70	51,791.14
Private William E. Manseau	40,254.24	5,635.76	820.82	2,136.65	5,736.10	-	837.72	805.22	86.29	5,545.19	61,857.99
Private Russell D. Mitchell	40,254.24	4,025.32	820.82	2,136.65	3,059.58	51.10	772.72	805.22	79.59	8,003.02	60,008.26
*Private Joshua Mullen	38,893.48	6,231.36	784.63	2,066.52	5,982.23	-	n/a	1,570.92	434.98	5,384.07	61,348.19
Private Peter L. Nothe	40,254.24	6,440.72	820.82	2,136.65	8,545.97	190.33	1,046.76	n/a	525.43	8,139.00	68,099.92
Private Richard W. Ramponi	40,254.24	4,025.32	820.82	2,136.65	6,570.58	3,609.26	1,465.88	2,012.92	-	2,535.38	63,431.05
Private William J. Sears	40,254.24	6,440.72	820.82	2,136.65	2,539.53	-	386.36	2,012.92	-	2,156.61	56,747.85
Private Thomas H. Shaw	40,254.24	5,635.76	820.82	2,136.65	2,297.01	119.44	1,047.28	805.22	-	2,012.65	55,129.07
Private Glenn Trevallion	40,254.24	4,057.54	820.82	2,136.65	3,923.57	92.43	837.72	4,025.32	79.59	2,700.56	58,928.44
											-
CALL FIREFIGHTERS	**Stipend**										
Richard A. Chase	286.47								291.09	6,235.29	6,812.85
Mark Haryasz	286.47								591.64	125.97	1,004.08
Richard A. Hatch	286.47								591.64	125.97	1,004.08
Jason T. Martin	286.47								819.17	583.85	1,689.49
ADMINISTRATIVE PERSONNEL	**General Fd**	**Ambulance**									
Lena McCaffery, Admin. Asst.	23,944.96	8,856.64					983.84				33,785.44
Ann E. Miller Amb Billing Clerk		12,470.72									12,470.72

* Paid by Ambulance Fund (includes 2 probationary firefighters)

** 8 Firefighter holidays paid by Ambulance Fund

Figures provided by the Accounting Department

Finance Committee

The Finance Committee is made up of nine town residents appointed by the Board of Selectmen for three-year staggered terms. The main function of the committee is to receive and evaluate information about the needs of the town, primarily the financial requirements of each department, including the regional school system, and to recommend the budget appropriations required to meet those needs. The Finance Committee holds regular public meetings during this process and makes its final recommendations to the Annual Town Meeting.

The Town of Wilbraham is faced with growing demands on its financial resources and a tax base largely dependent on residential property taxes. The FY 2006 budget reflects a stable revenue base capable of supporting current town services. Continued economic development on the Boston Road corridor along with a strong market for new homes has provided additional real estate tax revenues above the limits imposed by Proposition 2-1/2. Careful management of town resources has resulted in a healthy level of prior year retained earnings available for appropriation in FY 2006, and passage of the Community Preservation Act created a substantial new revenue source supplemented by state matching funds. While several categories of receipts are restricted to specific uses, overall the town's revenue base is sufficient to maintain present service levels.

The Finance Committee has encouraged and supported fiscal creativity that benefits the services available to town residents. Funding of projects and positions through grants and alternative resources, other than raising tax revenues, are regularly sought and achieved. The town departments have done a commendable job providing quality services to our community, through careful budget management and the efforts of the dedicated individuals we are so fortunate to have working for the town.

To accomplish our goal of providing the best possible services to meet the needs of town residents within viable fiscal constraints, we seek to balance the needs of a changing and growing town by scrutinizing expenditures, encouraging the pursuit of alternative sources of funding and of revenue. It is clearly time for a thoughtful and honest debate about what levels of annual spending – and spending growth -- are in the best interests of the citizens of Wilbraham, and what levels of revenue are needed to support that spending.

Marcia B. Zimmer, Chair

Patrick Brady	Dominick LaSorsa
Sue Bunnell	Kevin O'Donnell, Vice Chairperson
Judy Curran	Victor Varga
Gregory Gale	Timothy Walsh

Capital Planning Committee

The Capital Planning Committee is a five-person committee, three appointed by the Board of Selectmen and two appointed by the Finance Committee. We work very closely with the town's Finance Committee. We report to the Board of Selectmen. Members serve three-year terms. Although not a prerequisite, four of our members are current or former members of the town Finance Committee. This year, our five members will have a combined 24 years of service on either this committee or the Finance Committee.

The Capital Planning Committee reviews the capital expenditures of the town by maintaining a Five-Year Capital Plan. This plan is formulated by speaking to department managers of the town and evaluating their capital projects. Projects are such things as maintenance of town buildings (including all school buildings, except Minnechaug), vehicle/fleet management, and equipment purchases that are over $10,000. Our methodology also includes open public meetings, reviewing requests and recommendations submitted by town departments, on-site visits, input from citizens, and requests from the Board of Selectmen. We present our Five-year Capital Plan for review at the Annual Town Meeting. Our meeting dates are posted and residents of Wilbraham are very much welcome to attend and participate.

Our committee is assisted by three very helpful town employees who attend most of our meetings. Our Town Treasurer/Collector Thomas Sullivan is our key resource for formulating our Five-Year Capital Plan. Nancy Johnson, the Assistant Town Accountant, provides exceptional administrative support, research, and project work. Our Building Inspector Lance Trevallion is a great resource in dealing with ongoing projects and his expertise in the construction areas is very valuable.

The members of the 2005 Capital Planning Committee are:

Appointed by the Board of Selectmen	Appointed by the Finance Committee
Bob Quintin, Chair	Patrick Brady
Michael Mazzuca	Sue Bunnell
John Pitoniak	

Department of Public Works

The Department of Public Works looks forward every year to the opportunity to report accomplishments of the year. We like to think of it as another chapter in Wilbraham's history book. The following is a report by each individual division, summarizing some of the major projects they completed in addition to their daily tasks. Enjoy.

Highway Division

After a long winter, which produced a slightly lower than average snow fall but proved to be the coldest ever to be recorded, highway crews were faced with a variety of problems caused by frost and ice. Broken drainage pipes on Beebe Road, Burleigh Road, Lake Drive, and Red Bridge Road had to be replaced in the early spring due to frozen ground. After completing numerous plow damage repairs and the normal round of springtime pothole repairs, construction season began.

In mid-April, Maynard Road construction was resumed. Eight pre-cast basin structures and 350 feet of 12-inch pipe were installed. Construction of two additional retaining walls was started in May. One, a 340-foot structure, was built with native rock recycled from other construction sites. The second was built with large granite blocks donated by C & A Construction Company and the Town of East Longmeadow. With walls and drainage complete, finish grading and paving were completed by Lane Construction Company. Maynard Road was paved with a base coat on August 2, 2004.

During the months of August and September, the crew was split. Half of the staff were working behind the paving contractor backfilling, placing berm, loaming and seeding, and paving driveway aprons, and the other half of the crew worked in front of the paving, installing subdrains and preparing sideline areas. A total of 1400 feet of perforated pipe was installed on Jewell, Loring, and Rosemary Streets, along with some new drainage structures.

With the completion of contract paving and follow-up work done by the Highway Division attention was again focused on Maynard Road. Sloping of the hill, mulch placement, signage, line painting, and general clean up was completed. Maynard Road was reopened to traffic on October 18, 2004.

The fall brought many requests from various departments; some were excavation and paving at the Fire Station in preparation for the modular buildings, the scoreboard was moved from Spec Pond to the YMCA field, the rock was placed on Faculty and Springfield Streets and the area was then loam and seeded. Loam was donated by Glenn Garvey, a resident.

The first week of November work began on upper Burleigh Road, which is the next in-house construction project scheduled.

While weather permitted, the open drainage ditch was eliminated from the south side, four pre-cast drainage structures, 1400 feet of six-inch subdrain and 250 feet of large diameter pipe were installed as well. Completion of Maynard Road and Burleigh Road will continue in the spring when weather permits.

Highway Division maintained the parks and ball fields during the spring/fall season. Three little league diamonds were rebuilt; YMCA field was sloped and landscaped. For

the past two years $35,000.00 of the Highway Department budget has been allocated to be used in the Recreation Department in order to do this work.

All paved roads were swept, gravel roads were graded, all cross walks and school signs were painted, catch basins were cleaned, and safety improvements requested by selectmen on Bolles Road and Weston and Acton Streets were competed.

In order to accomplish everything that is expected of the Highway Division, a fleet of equipment, which varies from large trucks and construction vehicles to some highly specialized machines. Two employees, a mechanic and welder assigned to the garage, maintain all of these vehicles. These two people are also responsible for the maintenance of all vehicles used by janitors, engineering, water, waste water, landfill, and recreation departments. With the majority of repairs done in house, the town is able to save money and keep an older fleet in safe workable order.

It should also be recognized that a lot of the tree work is done by the Highway Division. Much of this work is difficult, dangerous, and many times not in the scope of work that should be done by highway. In order to get the job done at a reasonable cost, we took on tree work that would normally go out to bid. It is fortunate that we have employees that can do this type of work saving the town money.

The budget for the next fiscal year has been established and appears additional monies have been appropriated, but due to the dramatic increased costs of petroleum-based products and materials, the additionally funded money will be expunged in these higher prices. Highway Superintendent and crews will work, as always, as efficiently and effectively as possible to get the most out of every dollar spent and to keep our roads and parks in the best shape possible.

Again as in the past, I want to thank my people, (the crew), and Highway Superintendent, Frank Shea, for their dedication and hard work; without them we would not have accomplished all we did.

The following is a list of roads paved under contract during the fall of 2004.

Road	Location	Description of work
Jewell Lane	All	Total Reclamation, drainage, binder and top
Karen Road	All	Total Reclamation, binder and top
Lake Drive/Hillcrest	Public Section	Total Reclamation, binder and top
Loring Road	All	Total Reclamation, binder and top
Main Street	Minnechaug to MacIntosh	Drainage, binder and top
Oakland Street	Main to Mirick	Total Reclamation, drainage, binder and top
Park Drive	To cul-de-sac	Total Reclamation, binder and top
Ridge Road	Mountain to Cone Trail	Drainage, binder and top
Rosemary Drive	All	Total Reclamation, drainage, binder and top. Eliminated cul-de-sac.

Soule Road	Meadow View to Main	Drainage and top
South Park Drive	All	Total Reclamation, drainage, binder and top
Swasey Drive	All	Total Reclamation, binder and top. Eliminated cul-de-sac.
Westernview Drive	Lower	Total Reclamation, drainage, binder and top
Wilbraview Drive	All	Total Reclamation, drainage, binder and top
Shady Lane	All	Binder and top

The following is a list of employees that work in the Highway Division. All of them receive my personal thanks for a job well done this past year.

Employees

Frank Shea, Superintendent
Lionel Duquette, Foreman
Rick Searles
ohn Garland
Dennis Dumais
Mitchell Opalinski
Kevin LaPlante
Timothy Grise
Jeff Lewis
Michael Lowe
Douglas Cutler
Thomas Tassinari
Scott Loncrini
Paul Maquire

Wastewater Division

The Wastewater Division is an enterprise fund servicing approximately one-third of the town. There are a total of eight pumping stations that pump the wastewater to the River Road Station. At the River Road Pump Station the flows are monitored as well as sampling for Biochemical Oxygen Demand and Total Suspended Solids. The Wastewater Division pumped a total of 114,816,100 gallons of sewage, or 314,565 average gallons per day last year.

The River Road Pump Station pumps the flow to Springfield's gravity system through an eight-inch force main. Springfield's sewer system is responsible for carrying it's own wastewater flows as well as additional flows from Wilbraham and six other communities. At the present time, the Town of Wilbraham has an agreement with the City of Springfield to provide the following capacities in transmitting and treating facilities for the town's wastewater: Average daily flow of 300,000 gallons per day, and Peak Flow Rate of 400,000 gallons per day. The Town of Wilbraham and consultants have reviewed the current flows; short-term projected flows, and has studied long-term needs. The Wastewater Department is requesting for short-term 480,000 gallons of average daily flow and 770,000 gallons of Peak Flow. Long-term requests 650,000 gallons Average Daily Flow and 1,300,000 gallons Peak Flow. Any sewer expansion will be delayed until the City of Springfield authorizes additional flow.

The Wastewater Division is supervised by Assistant D.P.W. Director Ronald Lavoie and has two employees. The responsibilities include, but are not limited to, daily inspection of eight pumping stations, recording data, adding chemicals, cleaning wet wells and main sewer lines, maintaining pumps, responding to alarms and sewer breaks, repairing and eliminating ground water infiltration. The wastewater employees also attend

wastewater treatment courses during the year to maintain their Wastewater Treatment Operator's license.

During the year, the Wastewater Division completed the upgrade to Post Office Park pumping station. Weston & Sampson and wastewater employees were responsible for the project. The project entailed removal of the deteriorated pumps, control panel, electrical conduit, and wire. The pumps were replaced with two Flygt submersible pumps. All five control floats were also replaced. The control panel motor starters, alarm lights and contacts relays and switches were replaced in a stainless steel cabinet.

Due to the increased demands on sewer capacity, the wastewater personnel are in the process of cleaning and repairing the two circular clarifiers at the old Wastewater Treatment Plant. These tanks would control peak flows, by storing sewage and then pumping the tank out at night when the flows are significantly lower. The clarifiers would have structurally supported covers installed and would have the permit to comply with the Department of Environmental Protection regulations.

The Wastewater Division has a Sewer Advisory Board that meets monthly to discuss the operations of the division. Their knowledge in the wastewater industry is greatly appreciated.

The following are items we feel are of interest to the sewer user:

- Sump pumps are not allowed to be tied into the sewer system
- Sewer bills are mailed twice a year.

  Current sewer rates are

  - Residential Rate $ 2.63 per 100 cubic feet
  - Minimum charge is $ 31.56
  - Maximum charge $315.60
  - Flat Rate $157.60
  - Commercial Rate $ 3.42
- Commercial Restaurants that have an external grease trap and pump it once a year, and are current with payments, will be billed at the residential rate.

Advisory Board
Ruly Zachary, Chairman
James D. Dowd
Joseph Kakley
Kelvin Kwong
Glenn Zenor

Employees
Ronald Lavoie, Assistant D.P.W. Director
Richard Zamora, Technician
Bruce Strong

Water Division

During 2004, the list of duties performed by the Water Division personnel under the supervision of Water Superintendent Michael Framarin included, but was not limited to: five water breaks repaired, 21 new water service installations, the replacement of two fire hydrants, over 60 main line gate valves were cleaned and checked for operation

and exercised, 286 work orders of various tasks were accomplished, 88 testable backflow prevention devices were tested at least once per Mass. D.E.P. regulation, over 260 water samples were taken for water quality analysis and over 3254 meters were read during March and then again in September. Total water usage in 2004 was 442,120,000.

The four water booster stations were maintained and minor mechanical problems repaired as needed. The Brookmont Drive water booster station also had new suction and discharge lines installed on pump #1, the main centrifugal pump.

One of the water breaks was a very difficult and expensive operation to repair as a 16-inch water main and an eight-inch crossover connection were leaking beneath a stream culvert on Main Street. The leaking water mains were three feet beneath the bottom of a stream that fed the culvert, groundwater from the stream had to be constantly pumped from the excavated area during the repair process. The use of a private waterworks construction contractor was required to make the repair with a total project cost at $15,000.00.

The Water Division had Heath Consultants, Inc. of West Newton, Pennsylvania perform a leak detection survey of the water distribution system during 2004. A total of 74 miles of water mains were surveyed for leaks using sonic detection equipment at a cost of $7,326.00. The survey found three underground leaks with a total of fifty gallons per minute loss of water. All leaks were repaired within 24 hours of discovery. The cost of the survey was well worth the investment as the annual amount of leakage was 26 million gallons of water. The Massachusetts Water Resources Authority charges at the current rate approximately $26,000.00 to purchase that amount of Quabbin Reservoir water.

During 2004, Springfield Water and Wilbraham Water Division reactivated the Springfield Street-Wilbraham Road water meter pit that supplied water to Wilbraham during the 1940's. This emergency connection to another water system (Springfield) could potentially supply water to approximately 250 Wilbraham homes near the Wilbraham-Springfield town line.

On Pidgeon Drive, the Water Division is installing a water main from Ruth Drive to Main Street. Water service laterals for every house on Pidgeon Drive will also be provided. To date, a new hydrant at the intersection of Pidgeon and Raymond Drive and 450 feet of eight-inch ductile iron pipe has been installed for this project. All work has and will be accomplished by using Water Division personnel and shared DPW equipment, which translates into considerable savings. Due to current budget restrictions, work on this project will proceed as funds are available.

The Public Health and Bioterrorism Preparedness and Response Act of 2002 was signed into law on June 12, 2003. This act requires certain Public Water Systems, Wilbraham being one of them, to develop a Vulnerability Assessment (VA) and an Emergency Response Plan (ERP) that incorporates the results of the VA, by December

31, 2004. The Water Division completed both documents during 2004, with the assistance of the consulting firm Dufresne-Henry, Inc. of Northampton, Massachusetts.

The Water Division was ranked by the Department of Environmental Protection (DEP) in the top six percent of all consecutive Public Water Systems (PWS) in the state for 2004. The DEP recognized the Water Division's achievement in an award ceremony in May, 2004. Our award category is for consecutive water systems, which is defined as systems that purchase their water from another source. There are 54 consecutive PWS's in Massachusetts. The Massachusetts DEP regulates, evaluates, and scores all Public Water Systems in the Commonwealth each year. Scoring is based on a points system determined by compliance with drinking water regulations such as: water quality, water distribution and treatment issues, adhering to the DEP sampling schedule, and documentation. Each PWS score is then ranked in a category classification for the PWS Awards Program. Wilbraham has been rated at or near the top in its class for the past ten years. Local municipal water systems in our category include Agawam, Chicopee, East Longmeadow, Longmeadow, and South Hadley.

The cost of MWRA water rates continues increasing yearly. This has a significant impact on the budge and ultimately the rates. The water rates as of November 2004 billing are set as follows:

$2.40/100 cf	0-10,000 cf
$2.70/100 cf	10,001-20,000 cf
$3.00/100 cf	20,001 cf and up
$36.50	minimum bill

These rates are still below the average charged by other MWRA communities.

Board of Water Commissioners
Zigmund Peret, Chairman
William Baldwin
Albert Kirk

Employees
Mike Framarin, Water Superintendent
Anthony Garceau
Bob Gibson
Kevin Shaw
Bill Turnberg
Paul Willoughby

Landfill/Solid Waste Division

The solid waste activities at the landfill site are supervised by Ron Lavoie and supported by two full-time employees. The landfill was active until 1995 and served and was supported by the entire Town of Wilbraham. Although the landfill has been closed and capped for 7 years, groundwater monitoring, perimeter gas point monitoring, site inspections and associated reports are completed by the Engineering Division and the Town's consultant, Tighe & Bond throughout the year as part of the mandatory post closure regulations set by the Department of Environmental Protection.

The landfill property is currently permitted as a Disposal and Recycling Center (DRC) as

well as a composting site. User fees collected for the DRC are used to pay a private hauler to transport the solid waste from the transfer station to ECO/Springfield in Agawam, where it is burned to make electricity. This year 1,690 tons of municipal solid waste (MSW) was collected in at the DRC and transported to ECO/Springfield. User fees are also used to pay for the hauling and disposal of various recyclables and the maintenance of the DRC. Depending on the available state funding, recycling grants are available to reduce the cost of recycling to the users.

This fall the town changed its system from bag stickers to colored trash bags. The town is monitoring the success of this change. Wilbraham residents currently have the option of purchasing an annual permit to use the facility and individual trash bags approved by the town, or they can pay a private hauler to provide curbside pick-up. Private haulers are not permitted to use the Wilbraham transfer station and are encouraged to utilize ECO/Springfield.

On a regular basis DRC personnel clean up the disposal area, maintain the landscaping around the dog shelter, maintain the composting piles, and monitor the disposal area to confirm that all residents have an annual permit on their vehicle and are using town-supplied trash bags.

Throughout the year, DRC personnel mowed the landfill cap routinely, cleaned the retention basin, cleaned surrounding drainage swales, and cut brush around the perimeter of the entire facility. In addition, they chipped brush and screened compost to make loam for town use.

Employees

Rich Vierthaler
Rich Menard

DRC Hours of Operation

Monday	Closed
Tuesday	7:30 a.m. – 3:00 p.m.
WINTER Wednesday (Sept to April)	7:30 a.m. – 3:00 p.m.
SUMMER Wednesday (May-Aug)	Noon to 7:30 p.m.
Thursday	Closed
Friday	7:30 a.m. – 3:00 p.m.
**Saturday	7:30 a.m. – 3:00 p.m.
Sunday	Closed

** **Extended hours** the first two Saturdays in May (7:30 a.m.-- 5:00 p.m.) and the first two Saturdays in November (7:30 a.m.-- 5:00 p.m.).

Engineering Division

The Engineering Division serves as a liaison for the residents between DPW, town

departments, town organizations, state and federal agencies, and other municipalities. Engineering also provides support for public works' related activities within the town, including but not limited to, construction, drainage problems, potholes, water/sewer billing, septic systems, driveways permits, traffic -elated signage concerns, road damage, potable water issues, trash disposal, public sewer problems, snow removal, roadside mowing, field maintenance, sidewalks, solid waste, traffic, and town maps (GIS).

The following is a list of some statistics from daily business activities completed within the division:

Drainlayers' (Sewer Installers') Licenses	12
Pavement Cut/Driveway Permits and Inspections	84
Residential Inquiries Reported and Investigated	3200
Sanitary Sewer Connection Permits and Inspections	16
Septage Haulers' Licenses	2
Septic System Installers' Licenses	31
Water Installers' Licenses	6
Water and Sewer Semi-Annual Bills	3450
Backflow Bills	22

Members of the Engineering staff serve on the following committees:

- Storm Water Committee.
- Joint Transportation Commission at the Pioneer Valley Planning Commission.
- Transportation Improvement Project Sub-committee.
- Local Emergency Planning Commission.
- Director at Massachusetts Highway Association.
- Director at Tri-county Highway Superintendents Association.
- Chicopee Valley Aqueduct Working Group.

Members of the engineering staff are responsible for attending and participating in various meetings, including but not limited to, Board of Selectmen, Planning Board, Conservation Commission, Water Commissioners, Sewer Advisory Board, Massachusetts Water Resource Authority, Finance Committee, Capital Planning Committee, department directors and financial staff.

Additional highlights throughout the year include:

- Advertisement for the construction of the Cottage Avenue Bridge.
- 75% design submittal, traffic related improvements to Boston Road and Spec Pond.
- Completion of landfill/transfer station inspections, gas and groundwater monitoring, and environmental reports including solid waste/recycling.
- Completed semi-annual water/wastewater billing.
- Completed annual road resurfacing and related work contract and associated field design work.
- Inspected new wastewater connections and driveway installations.

Employees

Tonya L. Basch, P.E. Assistant Town Engineer
Donna Daviau, Administrative Assistant
Krystine Viess, Administrative Assistant
Dena Grochmal, Engineering Aide

In conclusion, the department wants to recognize all the residents that contribute unselfishly their time to help our department succeed. Their input helps us to do a better job.

Edmond W. Miga, Jr., P.E.
DPW Director/Town Engineer

RECYCLING COORDINATOR

Recycling is very much alive and well in Wilbraham! A recent calculation puts our recycling rate at 40 percent. Wilbraham continues to be a "bell cow" for recycling in Western Massachusetts, if not the entire state.

Our expanded collections of Freon items and Hands Across the Water (a freight container for books) have been very active, fulfilling a niche for Wilbraham residents' recycling needs. Several other communities have also contributed book to Hands Across the Water and are grateful that their books will get a second life and for such a good cause.

The Paint Shed opened once again the first Wednesday in April and was available to users of the Disposal and Recycling Center (DRC) every Wednesday until the first freeze in late September. At the conclusion of the paint recycling season, we sent off six gaylord (4' x 4' x 4') cardboard boxes (three with latex and three with oil-based paint) for responsible recycling and disposal. Several citizens happily took home cans of paint for reuse in their home improvement projects.

On Saturday, September 11, 2004, another regional residential household hazardous waste day was held at the student parking lot of Minnechaug Regional High School. Five towns participated: East Longmeadow, Longmeadow, Ludlow, Hampden, and Wilbraham. The weather was sunny and clear and the event ran smoothly. We again included a propane collection and has a separate line for quick and easy access for the cars that only brought propane tanks. Pre-registration was a requirement for the day in order to consolidate loads and screen unwanted materials, thus reducing the costs to the towns. The City of Northampton utilized a reciprocal agreement, which means when they hold a hazardous waste day other towns will be allowed to take materials to the Northampton event.

The scouts continue to collect redeemable bottles and cans for revenue to support their various activities. This project is rotated on an annual basis, among local charities, when a written request is received and approval is given by the Board of Selectmen.

As an appointed member of the Springfield Materials Recycling Facility (MRF) Advisory Board, representing medium-sized towns in Hampden County, I chaired the Project Committee and also was a member of the Long-range Planning Committee. The considerable efforts of the Long-range Planning Committee, with close cooperation of Massachusetts Department of Environmental Protection (DEP) resulted in a ten-year contract with Recycle America Alliance, LLC, a subsidiary of Waste Management. Participating communities will receive a flat $15.67 for each ton of recyclables delivered to the MRF. Additionally, communities will receive a 50% revenue share of any average dollar-per-ton revenue over $40.00. This is a lucrative deal for the towns and could potentially double recycling revenue.

The MRF annually offers mini-grants. The allocated amount for Wilbraham for FY 04 was $950.00. The funds were used to purchase 95-gallon "totters" for the town buildings. A total of seven were purchased: two each for the Town Office Building, Police and Fire Headquarters and one for the Public Library. This reduced recycling pick ups to once a month, resulting in considerable savings on hauling costs. A portion was also used to pay for some of the supplies needed for construction of an all-weather bulletin board at the DRC. This was an Eagle Scout project. It will be used for town notices and recycling program information. The DRC is a hub of activities and this community board will be an ideal communication tool for the citizens of Wilbraham.

In spite of state's financial cuts in recycling programs, Wilbraham has received a few grants. A municipal recycling technical assistance grant – "in kind" was awarded, to conduct a feasibility study of curbside pick up. This grant covers a dedicated person who will provide up to 60 hours of time to study this issue for Wilbraham. The conclusions will be pivotal for decision making in the future.

With the new MRF contract in place for the next ten years, the future of recycling looks good. In order to maintain such a successful recycling program in Wilbraham, a group effort is needed. With the interest and support of the attendants, Rich and Dick, at the DRC, the members of the Solid Waste Advisory Committee, and most especially the dedicated residents of Wilbraham, we will yet again have a growth year in recycling.

Marna Huber,
Recycling Coordinator

Solid Waste Advisory Committee

The Solid Waste Advisory Committee (SWAC) is currently comprised of five town residents appointed by the Board of Selectmen. The mission of the SWAC is to provide

guidance to the Board of Selectmen on the operations of the Disposal and Recycling Center (DRC) and related services to ensure optimum services are provided to residents at minimum cost while maintaining environmental compliance.

In 2004, the focus of the committee was directed toward:

- Supporting the safe and efficient operation of the DRC
- Increasing utilization of the DRC by residents
- Minimizing the cost to residents utilizing the facility
- Enhancing services to residents
- Reducing environmental impact.

Currently the collection systems is "pay-as-you-throw (PAYT)" – a drop-off program for both trash and recycling. Almost 65% of households use the drop-off facility while the remaining households hire private haulers for this service. With a recycling rate of approximately 40% and well under four pounds of trash per day per person generated, it is obvious that the recycling effort is a success. With the PAYT program town residents average 23 pounds, while the state-wide average is 44 pounds per person.

The committee strongly believes the current program, while very well managed, is operating at a deficit. The DRC is run as a Department of Public Works enterprise fund, capturing the revenue from solid waste programs and bearing 100% of the expense. For the past five years, the difference between the expenses and the revenues was reconciled using money paid to fund the capping of the landfill. The reserve of money has been used up and the town is exploring ways to balance this account while maintaining or increasing services to residents.

The four options the committee is exploring are:

- Continue the current program with increased bag fee ($2) to balance the budget
- Change to curbside collection with one contracted hauler
- Enter into a regional curbside collection contract
- Privatize the DRC operations.

The paint shed hours continue to allow residents to recycle paint every Wednesday afternoon, April to October. This year the DRC also implemented an ink cartridge and cellular telephone disposal. To education and inform Wilbraham residents, a new bulletin board has been erected at the DRC.

The DRC has implemented the change to uniform bags instead of bag stickers. This change eliminates residents taking advantage of the sticker program and allows an evaluation of the tonnage of trash being sent through the DRC.

As cost for disposal for non-recyclable materials continues to increase, the most effective approach to cost containment is to increase participation in recycling programs. Increased emphasis will be made on promoting recycling efforts, including establishing additional recycling options for other materials

Glen Zenor, Chairman
Barbara Cooper
Kevin Dorsey
Matthew Metzler
Roy Scott
Marilyn Grolitzer, resigned Oct
Marty Baron, resigned Dec

Board of Water Commissioners

The Board of Water Commissioners maintained governance of the Water Division and the delivery of reliable, high quality, and cost effective water to the Town of Wilbraham and its customers.

The Water Division operates under an enterprise fund whereby all of the water budget needs are assessed to the water users only. No tax dollars are involved in its operation or budget. Our entire water supply is provided by the Massachusetts Water Resource Authority (MWRA) from the Quabbin Reservoir via the Chicopee Valley Aqueduct (CVA), and enters Wilbraham through a connection on Miller Street in Ludlow. In 2007, contract renegotiations will be required as the present contract will expire at that time. The water usage in 2004 was approximately 440 million gallons.

The board thanks Leland Miner for stepping in to replace William Baldwin who moved out of state. His input and support for the board was greatly appreciated. Also, the board welcomed Alan Burch as the newest member to the board. His input has been well accepted.

Regrettably, the board was forced to raise rates to cover operating costs that proved greater than anticipated; the biggest cost being the charge for water, imposed by the MWRA. At present, the cost of water represents nearly half of our budget (it used to be only 4% of the budget!). A bit of good news as that the MWRA is considering reinstating a portion of the debt service to the communities in their budget. Unfortunately, the amount will be nowhere near the level previously established.

The board authorized an expenditure of funds for the mandatory leak detection study of the entire water system. This is required to be done every three years.

The MWRA CVA Redundancy Program is moving along, albeit very slowly. Bids have gone out from the MWRA for this project.

Kudos to the Water Division for ranking by the Department of Environmental Protection (DEP) in the top six percent of all consecutive Public Water Systems in the commonwealth. Its accomplishments were recognized by the DEP in an awards ceremony in May.

Lastly, the Board of Water Commissioners wishes to recognize and express appreciation for efforts of the Water Division personnel: Superintendent Michael

Framarin and DPW Director Edmond Miga. Their contributions to the goals of the board have been invaluable.

Zigmund A. Peret, Chairman
Albert E. Kirk
Alan R. Burch

Tree Warden

The tree care program during 2004 played catch up as more funding became available. Storm-related tree damage was also on the light side, so we were able to concentrate on accumulated tree problems. Utilizing outside contractors we removed 37 maples, 12 other trees, six rather small trees, five stumps, and pruned dangerous limbs and major deadwood from 19 trees. In addition we removed five trees and dangerous limbs from 11 trees during storm-related tree damage. Unfortunately only five trees were planted this year. Hopefully more planting can be accomplished in 2005.

This will be my last report to the Town of Wilbraham, as I am retiring this year. I want to thank the residents of Wilbraham for allowing me to serve for 44 years. I also thank the town office staff for their help and assistance.

Gordon R. Long,
Tree Warden

Insect Pest Control

The pest control program in Wilbraham is concerned with the control of various insect and plant pests, such as Dutch elm disease, poison ivy, gypsy moths, tent caterpillars, and other insects that attack our trees. The Pest Control Officer is responsible for the suppression of these pests on town-owned property and is under the jurisdiction of the Department of Environment Protection (DEP) of the Commonwealth of Massachusetts (specifically MGL Chapter 132, Section 13).

In 2004, we removed 23 diseased elm trees. Only a minimum amount of poison ivy control was completed because of a lack of licensed spray applicators. We hop to do more poison ivy control in 2005. Mosquito larval control was accomplished by residents using B.t.i briquettes in standing water. Briquettes were made available free to residents at the Town Office Building

Gordon R. Long,
Pest Control Officer

POLICE DEPARTMENT

The department started the year 2004 needing to fill two of the budget authorized 29 police officer positions. The officers are supported by the department's civilian Administrative Assistant, 12 on-call cell attendants and the Central Dispatch Department.

To fill the patrol officers positions, the Board of Selectmen appointed Gregory M. Caputo, Jr., and Timothy J. Camerlin. Officer Caputo served the City of Springfield for four-and-a-half years before his position was cut. He worked for the Town of Dalton Police Department for six months before his February 9, 2004 appointment by the Board of Selectmen. He holds a M.S. Degree in Criminal Justice Administration from Western New England College. Officer Camerlin is a Wilbraham native, a graduate from Minnechaug Regional High School, he attended Johnson & Wales University prior to five years service as a corpsman in the United States Navy then served as a patrol officer in the Town of Truro for two-and-a-half years prior to his appointment by the Board of Selectmen. The department is fortunate to bring the experience of these two individuals to our efforts to serve the residents of Wilbraham.

On September 12, 2004, Sergeant Mark J. Krynicki resigned to become the Chief of Police for the Town of Southwick. Mark began his career in Wilbraham in July 1980. Mark was a Vermont state trooper for two-and-a-half years. The 24 years of service Mark provided included 10½ years as a Sergeant. His contributions were critical to this department. As we benefited, so will the Town of Southwick. Good luck Mark.

Community Policing is an established agenda for the Police Department. Although not a new concept, it continues to bring new means to solve service issues. Through D.A.R.E., School Resource Officer, R.A.D., Bike Patrol, Traffic Enforcement and Community Education Programs, the department has developed co-operative initiatives with individuals, citizen groups and other town departments to bring services to the community.

We have been dependant on grant programs to initiate any new service or technology. As grant programs diminish or change their goals we have been challenged to maintain the services that we have initiated through the grants. The national agenda to combat terrorism and provide homeland security has local government as an integral part. We must provide the local infrastructure and services to be able to partner with state and federal agencies. Through the efforts of the Massachusetts Department of Public Safety, local public safety departments are beginning to see assistance in planning for such events. The critical elements of infrastructure and staffing must come from the individual communities. It is incumbent upon the Town of Wilbraham to address the public safety building needs identified by three study committees since 1996.

The statistical review shows that the officers continue to be most active both proactively and reactively. It is most rewarding to see the reduction in burglary by 5.6%. We have

also continued our strict enforcement of Operating Under The Influence, Drug Possession, Drug Distribution, and Domestic Violence Law violations.

In general the Uniform Crime Report-F.B.I. Crime Index decreased by 4.6%. The clearance rate for all crimes decreased 3.5 percentage points.

Being responsive to incidents of known traffic law violations as well as citizen request for enforcement continues its varied pattern throughout the community and challenges our resources as peak times. The department continues to make an impact on the incidence of speeding through education as well as enforcement.

The need for police services to make our community better is a constant. Together we are making a difference. Thank you for your support.

I. CRIMINAL COURT COMPLAINTS

PRIMARY ARRESTING OFFENSE

RAPE	1
ROBBERTY	1
ASSAULT AGGRAVATED	1
ASSAULT SIMPLE	23
INTIMIDATION	4
ARSON	1
RESTRAINING ORDER VIOLATION	2
BURGLARY/BREAK & ENTER	3
SHOPLIFTING	3
THEFT FROM BUILDING	3
THEFT FROM MOTOR VEHICLE	0
ALL OTHER LARCENY	4
MOTOR VEHICLE THEFT	2
FALSE PRETENSES/SWINDLE	9
EMBEZZLEMENT	1
STOLEN PROPERTY OFFENSES	2
VANDALISM	11
DRUG/NARCOTIC VIOLATION	43
WEAPON VIOLATION	2
BAD CHECKS	4
DISORDERLY CONDUCT	3
DRIVING UNDER THE INFLUENCE	38
PROTECTIVE CUSTODY	10
FAMILY OFFENSE/NON-VIOLENT	0
LIQUOR LAW VIOLATION	33
RUNAWAY	1
TRESPASS OF REAL PROPERTY	14
ALL OTHER OFFENSES	74
TRAFFIC/BY-LAW	249
TOTAL	**542**

II. PERSONS ARRESTED OR CHARGED OFFENSE TYPE

A.	Criminal	272
B.	Motor Vehicle	260
C.	Protective Custody	10
	TOTAL	**542**

III. PERSONS ARRESTED OR CHARGED BY AGE

A.	Adults	514
B.	Juvenile	28
	TOTAL	**542**

IV. PERSONS ARRESTED OR CHARGED BY OFFENSE TYPE/AGE

A.	**Criminal**	
	Adults	248
	Juvenile	24
B.	**Motor Vehicle**	
	Adults	253
	Juvenile	7
C.	**Protective Custody**	
	Adults	10
	Juvenile	0
	TOTAL	**542**

V. PERSONS ARRESTED OR CHARGED BY SEX

A. **Adults Charged**		
Male		402
Female		102
B. **Juvenile**		
Male		27
Female		1
C. **Adults placed in protective custody**		
Male		7
Female		3
D. **Juveniles placed in protective custody**		
Male		0
Female		0
	TOTAL	**542**

VI. PERSONS INCARCERATED BY AGE/SEX

A. **Adults**		
Males		147
Females		22
B. **Juveniles**		
Males		11
Females		1
	TOTAL	**181**

VI. UNIFORM TRAFFIC OFFENSES

	civil	warning
Violate RMV Rules & Reg	38	52
Stop sign/red lens violations	106	112
No right turn on red	0	0
Improper pass/marked lanes	41	31
Seatbelt	41	19
Child restraint	3	0
Passing school bus	0	0
Speeding	368	668
Fail inspect MV	320	165
Defective equipment	76	145
Unregistered MV	31	3
No license/Reg in possession	23	14
All other moving violations	22	14
Recreational vehicle violation	7	2
TOTAL	**1075**	**1225**

VII. MOTOR VEHICLE VIOLATIONS BY TYPE

A. Uniform Traffic Citations		1075
B. Warnings		1225
C. Parking Violations		20
	TOTAL	**2320**

VIII. UNIFORM CRIME REPORT (FBI CRIME INDEX OFFENSES)

Forcible Rape		0
Robbery		1
Assaults		95
Burglary		34
Larceny-Theft		176
Motor Vehicle Theft		22
Arson		0
	TOTAL	**328**

IX. BURGLARY BREAKDOWN

Forced Entry		20
Unlawful Entry		11
Attempted Forced Entry		3
	TOTAL	**34**

X. LARCENY BREAKDOWN

Larceny over $ 250		63
Larceny between $50 & $200		30
Larceny less then $ 50		83
	TOTAL	**176**

XI. VEHICLE ACCIDENTS

Fatal Accidents		2
Personal Injury Accidents		76
Property Damage Accidents		287
Hit & Run Accidents		27
	TOTAL	**392**

XIII. PERSONS INJURED IN M/V ACCIDENTS

Persons Killed		2
Persons Injured		116
	TOTAL	**118**

XII. OTHER ACTIVITY PUBLIC LOG

Call Incidents	14,345
Call Incidents needing further invest	992
Alarms investigated	917
Lost/Missing Persons	38
Suspicious Persons/Activity	1085
Deaths Investigated	2
Complaints/Obscene/Harassing Phone Calls	44
Towed M.V.'s	419
Domestic Disturbances	100
Vandalism	149
Unsecured buildings	20

XIII. STOLEN PROPERTY BREAKDOWN

There was a total of $ 8,265.00 taken in breaks into homes.
There was a total of $ 2,500.00 taken in breaks into businesses.
There was a total of $ 73,995.00 taken in larcenies.
There was a total of $ 168,000.00 taken in motor vehicle thefts.
There was a total of $ 0 taken in robberies.
There was a grand total of $ 252,790.00 in property stolen in town in 2004.

XIV. RECOVERED PROPERTY

There was a total of **$ 107,734.00** in stolen property recovered.

XV. COURT ACTIVITY

A. Arraignments		
	Adults	556
	Juveniles	28
	A. TOTAL	**584**
B. Pretrials		
	Adults	649
	Juveniles	37
	B. TOTAL	**686**
C. Trials		
	Adults	62
	Juveniles	0
	C. TOTAL	**62**
D. Hearings		621
	Show Cause Civil	373
	Show Cause Criminal	211
	Grand Jury	7
	Motions	32
	Pretrial Conferences	686
	D. TOTAL	**1930**

XVII. PERMITS ISSUED

Pistol Permits	307
F.I.D. Cards	41

XVIII. FEES COLLECTED

Pistol permits (203) & FID cards (47)	$ 20,000.00
Video/Report Requests	$ 1372.10
Dealer Permits	-0-
Fingerprint Cards	$ 35.00
Restitution Checks	-0-
TOTAL	**$ 21,402.10**

STATISTICAL COMPARISON FOR UNIFORM CRIME REPORT-FBI CRIME INDEX

	2003	2004	% CHANGE
Criminal Homicide	1*	0	-100%
Rapes	7	0	-700%
Robbery	0	1	+100%
Assault	107	95	-11.2%
Burglary/Resident & Business	36	34	-5.6%
Larceny	178	176	-1.1%
Auto Theft	15	22	+46.7%
Arson	0	0	0
TOTAL	**344**	**328**	**-4.6%**

** In the 2003 Annual Report, the activity was reported as "0." Upon submission of the Uniform Crime Report to the National Crime Information Center our event was reclassified to this category.*

STATISTICAL COMPARISON FOR W.P.D. ACTIVITY INDEX

	2003	2004	% CHANGE
Call Incidents	14,339	14,345	0
Written Complaints	1055	992	-6.%
Alarms Responded To	948	917	-3.3%
Protective Custody	21	10	-52.4%
Criminal Arrests	340	272	-20.%
Vandalism	160	149	-6.9%
Domestic Disturbance	104	100	-3.8%
Motor Vehicle Accidents- Fatal	0	2	+200%
Motor Vehicle Accidents- Injury	67	76	+13.4%
Property Damage	265	287	+8.3%
Hit & Run Accidents	22	27	+10.7%
Motor Vehicle Accidents- Total	354	392	+22.7%

MOTOR VEHICLE VIOLATIONS CITED

	2003	2004	% CHANGE
Civil	1017	1075	+5.7%
Warnings	1159	1225	+5.7%
Arrest MV	366	260	-29.%
TOTAL	**2542**	**2560**	**+.7%**

UNIFORM CRIME REPORTING CLEARANCE RATES

	2003	2004
First 6 Months	26.2%	24.3%
Second 6 Months	30.1%	26.1%
TOTAL YEAR	**28.7%**	**25.2%**

Department Roster

Chief	Allen M. Stratton
Captains	Roger W. Tucker
	Raymond J. Kallaugher
Sergeants	Gary J. Pabis
	Mark J. Krynicki – resigned 9/11/04
	Daniel E. Carr
	Glen R. Clark
	Timothy Kane, Jr
Patrol Officers	James H. Pirog
	Donald R. Bouchard - Detective
	John P. Siniscalchi - Court Officer
	Dennis J. LaPlante - DARE Officer
	Mark A. Paradis
	Peter O. Laviolette
	Lawrence H. Rich III
	Thomas P. Korzec
	Robert G. Zollo
	Harold R. Swift
	Clifton M. Graves

	Christian A. Letendre
	Camille Tucker
	Daniel E. Menard – School Resource Officer
	Shawn B. Baldwin
	Matthew F. Markiewicz
	Christopher J. Doyle
	Jeffrey R. Rudinski
	Edward C. Lennon
	Gregory M. Caputo Jr. (app't 2-9-04)
	Timothy J. Camerlin (app't 2-10-04)
Administrative Assistant	Lisa M. Corriveau
Matrons	Lisa M. Corriveau
	Nancy Kober-Frappier
	Linda Ely
	Gail Gethins
	Lucy Wood
Cell Attendants	Tom Cortis
	Douglas Lambert
	Mark Duclos
	David Goodrich
	Gary Saccomani
	Anthony Gentile
	Dominick Corsetti

Fire Department

As the Wilbraham Fire Department continued to provide top rate service in 2004 to the residents and visitors of the Town, again this year emergency crews are being stretched to their limit to meet the increasing demands of the town.

During the past year staff changes have been made. Francis Nothe was appointed as permanent chief on August 10, 2004 and Richard J Hatch, Jr. was hired as a career Firefighter/EMT-I in December. Firefighter Hatch comes to the department after serving for many years on our Call Department. Also, Firefighter Glenn Trevallion successfully completed his EMT-I course.

In an attempt to make the headquarters station a more livable, professional work environment, there were some building renovations to our headquarters atation. A women's restroom was installed; office space was shifted and trailers were purchased and attached to the main building. The department members acknowledge and appreciate the update/renovations and look forward to developing a plan for a public safety building in the new future after years of study.

In October at the Fire Department's annual open house, Fire Commissioner Alton McDonald celebrated his 90th birthday. Commissioner McDonald has been an advocate and true friend of the Wilbraham Fire Department and the staff wish him well.

The department has worked hard on obtaining outside funds this year. Listed below are results of our efforts:

1. Fire Act Grant:	$ 78,510	Air Pack Replacement
2. MEMA Grant	$ 3,200	Laptop Computer/ Printer
3. Mass Mutual:	$ 2,500	Upgrade of Medical Equip.
4. Heart Saver Grant	$ 4,300	Community Defib Units
5. Homeland Security Grant	$ 5,487	Upgrade of Portable Radios

Elderly and hearing-impaired smoke detector program was offered to the community with a grant from the State Department of Fire Services.

On behalf of the department, I thank the community for their support and kinds notes of appreciation for our service to you over the past year.

Francis Nothe, Fire Chief

Fire Department Activity

	2004	2003	2002	2001
Fire/Emergency Responses	447	562	535	487
EMS/Emergency Responses	1409	1235	1186	1188
EMS/Medical Transports	1118	1125	1060	916

S.A.F.E. Activity

Preschool	160 Children	"Learn Not to Burn Program" Seven-week program to educate 3- to 5-year olds on fire safety.
Schools	1300 Children	Various general fire, life safety and first aid instruction taught in conjunction with Health Education in the classroom.
Civic Organizations	100 Children	General fire safety and first aid information to fulfill scout badge requirements.
Community Programs	600 People	We offer many programs in our community, such as general fire safety and smoke detectors, creating Home Escape Plans. visiting Neighborhood Block Parties, training employees in fire extinguishers and training in CPR and AHA curriculum.

INSPECTIONS	
Smoke detectors (new)	74
Smoke detectors (resale)	240
Oil burners	83
Blasting	7
Pre-school inspections	16
Occupancies	52
Oil storage	35
UST removals	22
LP storage	87
Fire alarms	16
Residential sprinklers	10
Commercial sprinklers	6
Quarterly inspections	11
Commercial hood	3
Public assembly	3
Tent	4
Fireworks display	1
Flammable liquid	5
Tank truck	5
TOTAL INSPECTIONS	**744**

ACTIVITIES	
Building plan review	44
Commercial plan review	17
Sub-division plan review	4
Fire drills	27
Site surveys	66
General inspections	41
Meeting/Class/Seminars	167
Assistance	45
Black powder	2
TOTAL ACTIVITIES	**413**

FIRE PREVENTION FUNDS COLLECTED	**$15,440.00**

Board of Fire Commissioners
Alton McDonald, Chairman
John Sampson
Gary Petzold

Department Roster

Fire Chief	Francis Nothe	EMT-D, Fire Investigator
Fire Inspector	Nick Yarmac	EMT-D, Cert. HazMat Tech.
Captains	Erv Laware	EMT-D, Training Officer
	Tom Laware	EMT-D
	Karl Nelson	EMT-D
	David Bourcier	EMT-I, SAFE Educator, Historian
Privates	Richard Ramponi	EMT-D, Head Mechanic
	Scott Facey	EMT-D
	Peter Nothe	EMT-P, Commun. & Tech. Specialist
	Neal Johnson	EMT-D, Asst. Mechanic
	Tom Shaw	EMT-I
	Russell Mitchell	EMT-D (EMT-I Student)
	Glenn Trevallion	EMT-D, (EMT-I), Dive Team
	William Manseau	EMT-I, SAFE Educator
	Wendy Denning	EMT-I. SAFE Educator, Dive Team
	Dan Corliss	EMT-P
	William Sears	EMT-P, SAFE Educator, Dive Team
	Lisa Carney	EMT-P, SAFE Educator

	Paul Budaj	EMT-P
	Anthony Cerini	EMT-P, Emerg. Med. Services Coor.
	Joshua Mullen	EMT-P
	Dane George	EMT-I, (EMT-P Student)
	Richard Hatch Jr.	EMT-I
Call Firefighters	Mark Haraysz	Firefighter
	Richard Chase	EMT-D
	Jason Martin	EMT-D
Auxiliary	Mark Haraysz Jr	EMT-D
Administrative Assistant	Lena McCaffrey	
Ambulance Billing Clerk	Ann Miller	

Central Dispatch

The personnel in Central Dispatch rely on their training and experience to provide the vital link between the public and the town's emergency services 24 hours a day, 365 days a year. Central Dispatch is the primary answering point for the Town of Wilbraham's Enhanced 9-1-1 system as well as the primary answering station the town's other published emergency numbers. Central Dispatch is also responsible for answering all incoming calls to the Wilbraham Police Department.

The Central Dispatch personnel have been trained, tested, and certified as Emergency Medical Dispatchers. This training enables dispatchers to provide pre-arrival medical instructions to callers with medical emergencies, in some cases starting life-saving procedures prior to the arrival of an ambulance.

Central Dispatch also serves as the town's 24/7 non-emergency information center, often being called upon to answer questions or pass on information pertaining to weather, school closings, animal complaints, road conditions, and numerous other public concerns.

Of the tens of thousands of calls received by Central Dispatch in 2004, Central Dispatch determined the appropriate response and logged about 15,000 separate incidents or requests for assistance with the Town of Wilbraham.

Tom Cortis, Supervisor

David Clark	Linda Ely	Mark Ouimet
Lisa Corriveau	Nancy Frappier	Shirley Rae
Mark Duclos	Anthony Gentile	

Board of Fire Commissioners

The Board of Fire Commissioners welcome Chief Francis Nothe and look forward to working with him.

In 2004 the temporary trailer project was completed and the Board of Fire Commissioners acknowledge that this project is a short-term fix to a larger issue. The commissioners began to explore the option for reopening and staffing Station Two at the south end of town (Woodland Dell).

Thanks to all staff members for their service and commitment to the Town of Wilbraham and its residents.

Alton McDonald, Chairman
John N. Sampson
Gary Petzold

Local Emergency Planning Committee

During 2004, the Local Emergency Planning Committee (LEPC) met six times. Along with receiving Tier II Chemical Inventory Reports from seven businesses in Wilbraham, the committee worked to improve response capabilities for the community and exercised our readiness to respond to a disaster or public health emergency.

The LEPC hosted several training opportunities for emergency responders and town departments over the past year. Key training events included Rail Emergencies sponsored by CSX Railroad, Explosive Device Incidents, Springfield Bomb & Arson Squad, and Military Aircraft Emergencies with the Westover Air Reserve Base Fire Department. Consolidated Edison (Red Bridge Hydroelectric Project) and Western Recycling briefed the committee on their operations and emergency plans. In addition, the April meeting was devoted to planning considerations in preparation for the 2004 hurricane season.

Working with the Town Recycling Coordinator Marna Huber, committee members assisted in the town's annual Hazardous Waste Collection Day for residents. Thousands of pounds of hazardous waste and several hundred obsolete propane tanks were collected for disposal or safely recycled.

Public Health Nurse Claudia Considine formed a committee to conduct planning and training for an emergency dispensing site operation for the Town. The site, serving both Wilbraham and Hampden communities, would be used to provide prophylactic

medications or immunizations, provided by the Strategic National Stockpile, in the event of a naturally occurring pandemic, localized communicable disease outbreak, or bioterrorism episode.

Your Local Emergency Planning Committee draws upon the skills and talent of its 21 members to develop the most effective emergency response system possible for Wilbraham. Additional volunteers to assist in shelter staffing and support positions are always welcome. Please contact LEPC Co-Chairmen Fire Inspector Nick Yarmac or Bob Hassett at 596-3122 if you are interested or would like to know more about the role of the Wilbraham LEPC.

Bob Hassett, LEPC Co-Chairman and Assistant Emergency Manager

LEPC Members

Bob Hassett – Co-Chair
Nick Yarmac – Co-Chair
Fran Nothe – Emergency Mgr./Fire Chief
Paul Civetti – Asst. Emergency Mgr.
Dave Barry - Selectman
Claudia Considine – R.N., Med. Advisor
Tom Cortis - Dispatch Rep.
Caroline Cunningham – Media
William Fogarty- Town Administrator
Ralph Guyer – Member
Dorothy Hooper – Senior Rep
Holly Jerdi – Industry Rep.
Lorri McCool – Public Health
Ed Miga – Public Works
Jonathan Murray – Industry Rep
Steve Nembirkow – School Rep.
Brad Pinney - Member
Robert Ruszeck - Member
Stoughton Smead – Conser. Rep.
Allan Stratton – Police Chief

Bruce Agusti – MEMA Rep
Tom Doyle – Red Cross Rep

AMBULANCE OVERSIGHT COMMITTEE

The year 2004 brought many changes to the Ambulance Oversight Committee. Dr. Alan Peck, a long time supporter and a leader in having the ambulance service return to the Fire Department passed away in 2004. Dr. Peck will be missed by the Wilbraham community. Dr. Lou Durkin took over as the medical director and implemented an EMS quality assurance program that is benefiting staff as well as the community. Robert Chapdelaine, RN, EMT-P, joined the committee. Mr. Chapdelaine brings his knowledge and years of EMS experience to the committee.

The Ambulance Oversight Committee and Fire Department staff worked closely this year with the Public Health Nurse and the Senior Center to provide emergency and non-emergency services to the elderly.

In 2004 the Department responded to 1409 EMS calls, preformed 1118 actual transports. In addition, private company or mutual aid ambulances transported 54

patients. This was due to limited staffing and/or multiple emergency calls.

The committee is regularly updated on the budget, income, and department projects and is provided with copies of the many thank you notes received. In addition, the committee reviews any and all requests for abatements that are submitted. These are requests for consideration for adjustment or abatement on ambulance bills due to financial hardship.

The Ambulance Oversight Committee and the members of the Wilbraham Fire Department continue their efforts to provide the best medical care to the town and its residents.

Larry Robbins, DO, Medical Adviser
Robert Chapdelaine, RN, EMT-P
Francis Nothe, Fire Chief, ex officio member
Paula L. Chevrier, NP
Bradley W. Pinney
John T. Libel, Esq.

BUILDING DEPARTMENT

The Building Department processes the building, gas, electrical, and plumbing permits for all types of construction within the town. This includes new construction and any additions, alterations, renovations, sheds, pools, re-siding and/or re-roofing of your home or business. The Building Inspector Lance Trevallion is in the Town Office Building on a full-time basis and is available to answer any building or zoning questions.

Plumbing and Gas Inspector Bernie Sears completed inspections for a total of 393 permit applications in 2004. Electrical Inspector Dan Driscoll completed inspections for a total of 410 permit applications. Dan and Bernie check in with the Building Department every day for any inspections that have been requested by contractors. A permit is necessary for all plumbing, gas, and electrical work.

This past year has been a very busy year for the Building Department. There was an increase in new residential homes as well as an increase in residential additions/alterations. Applications for residential swimming pool permits had a big increase in 2004. A summary of building permits issued this past year is listed below.

Building Permits Issued during 2004

Type of Permit	Number	Estimated Cost
New Single Family Dwellings	51	$ 10,456,345.00
Residential - Addition/Alterations	252	4,705,671.00
New Commercial Buildings	5	5,599,000.00
Commercial - Addition/Alterations	20	1,130,100.00
Swimming Pools	50	648,989.00

Garages	3	101,000.00
Out Buildings/Sheds	57	478,291.00
Wood Burning Stoves	18	30,799.00
Signs	30	55,031.00
Repair Fire Damage	3	51,500.00
Demolitions	5	37,200.00
Yearly Totals	431	$ 23,293,926.00

Lance Trevallion, Building Inspector

PLANNING BOARD

The Planning Board is composed of five members elected to overlapping five-year terms and one associate member appointed to a one-year term. Members of the Planning Board proudly serve the community and receive no paid compensation. The Planning Board is responsible for overseeing land use planning in the Town of Wilbraham. Working in close cooperation with the Planning Director and the Building Inspector/Zoning Enforcement Officer, the Planning Board studies the resources and needs of the town, particularly conditions affecting public welfare and safety related to land use and development. The board develops the Master Plan and related processes to guide growth and make recommendations for the development of the town, with special attention to the proper housing of its inhabitants. The board also regulates the subdivision of land and the construction of new roadways; grants site plan approvals and special permits for various land use proposals required by the town's Zoning By-law; and reviews all petitions for variances and other zoning matters filed with the Zoning Board of Appeals. The board also advises Town Meeting on local issues relating to development and has the primary responsibility for the writing of zoning by-laws, which must by approved by Town Meeting.

The year 2004 was another very active year for the Planning Board. The Planning Board met 23 times and held 15 public hearings, addressing a wide variety of issues and opportunities facing our community. We are pleased to submit a summary of our activities and accomplishments in 2004.

Development Activity

The robust real estate market kept the Planning Board keenly focused on responding to the many residential and commercial projects proposed in the town during the past year:

- The Planning Board approved ten non-subdivision plans submitted by property owners. These are plans that revise existing property boundaries or divide land along existing road frontage and do not require subdivision approval. A total of nine new

residential building lots were created on existing town roads through the non-subdivision process.

- The Planning Board reviewed three new residential subdivision plans. A preliminary subdivision titled "The Portal," consisting of six lots on a proposed cul-de-sac located off Mountain Road, was disapproved because of poor design and noncompliance with town regulations. A flexible subdivision titled "Crane Hill Estates," consisting of ten lots with access from Glendale Road and Crane Hill Road, received preliminary plan approval. For this project to move forward, the developer will have to submit more detailed definitive subdivision plans for review at a public hearing. Finally, a definitive flexible subdivision titled "Cadwell Crossing," consisting of ten lots with access provided from Falcon Heights Road and Deerfield Drive, was granted conditional approval, but the board's decision is under appeal in Land Court by an abutter. In addition to attending to these new subdivision proposals, the Planning Board held frequent meetings with developers to monitor work in the previously approved subdivisions under our jurisdiction. At year's end, nine subdivisions remained under various stages of construction.

- The Planning Board approved 11 special permit applications. Most significantly, the board granted a special permit to allow construction of a 45-million-dollar Wilbraham Village retirement community consisting of 249 units on 72 acres of land in the Adult Care Facility Zoning District located at 2301 Boston. Road. Other special permits granted by the board include drive-through window service for Dunkin Donuts at 2144 Boston Road, residential estate lot development of the Fuller property at 268 Burleigh Road, master sign plan for Wilbraham Crossing mall at 2034-2040 Boston Road, accessory building (barn) at the Ferry residence, 699 Monson Road, installation of wireless communications equipment by AT&T on the existing cell tower at 658 Main Street, installation of wireless communications equipment by Nextel on the existing cell tower at 658 Main Street, accessory building (gymnasium) at the Cebula residence at 10 Kensington Drive, accessory in-law apartment in the Barton residence at 215 Stony Hill Road, display lot expansion at Lia Toyota dealership at 2145 Boston Road, and an accessory building (barn) at the Pecoy residence at 15 Peak Road.

- The Planning Board approved two applications for site plan approval in the Ridgeline and Hillside Overlay District: an addition to the Tremble residence at 7 Peak Road and a forest management plan for the Rapisarda property at 750 Ridge Road.

- The Planning Board reviewed and provided written recommendations on seventeen site plan referrals from the Zoning Board of Appeals including a variety of renovation or expansion plans for a number of businesses along Boston Road.

Zoning By-Law Amendments

At the annual town meeting voters adopted several amendments to the Zoning By-Law sponsored by the Planning Board. The existing Planned Unit Residential Development

(PURD) regulations in Section 4.8 were revised in a comprehensive manner including a new requirement that these planned open space developments be designed and occupied as age-restricted senior housing in accordance with federal and state guidelines. The sign regulations were amended to include a new definition and regulations for "Menu Board" signs at fast food restaurants as well as revised regulations governing the lighting of signs in the Neighborhood Office and Neighborhood Shopping Zoning Districts.

Planning for The Future

The role of the Planning Board is becoming more important and complex as development pressures increase and the amount of easily developed land decreases. The town appears to be facing continued residential in-migration, as one of the more desirable places to live in the Greater Springfield area. As you have already read thus far in this report, there continues to be major residential development in Wilbraham, particularly as our community anticipates diverse housing options for the aging "baby boom" generation. Sales at The Woods of Wilbraham condominium development, located off of Main Street, have exceeded expectations with almost all of the 150 units occupied or under construction. The Falcon Knoll apartment complex, located behind the Miles Morgan senior housing development, is under construction with 44 new units of supportive living housing for low- and moderate-income seniors. The Wilbraham Village retirement community, located behind the Woodcrest condominiums on Boston Road, has been permitted to build 249 units of adult continuing care housing with construction slated to begin in 2005. And the former Oaks Farm on Stony Hill Road was sold to developers who plan to build a planned open space condominium development with over 200 units of age-restricted senior housing on that parcel. Needless to say, there will be more work for the town staff to properly manage the building of these and other residential and commercial developments.

In response to continuing development pressures, the decreasing amount of easily developed land and the increased burden on town staff, the Planning Board will be proposing and adopting several policy and procedural changes in the next year.
First, the Subdivision Rules and Regulations will be overhauled to, among other things, adjust the fee structure, improve the review process, update standards for required improvements, provide a consistent sidewalk policy, and shift the burden of proof for development engineering compliance to the developer.

Second, the Planning Board is committed to studying the private road issue as it relates to maintenance and potential development. With increasing frequency, developers and landowners are seeking approval from the Planning Board to construct homes on land that is accessed from pre-existing, non-conforming private ways that are not in compliance with town standards. The town does not allow new development on such private ways unless the road is improved to provide suitable access for the intended use. The Planning Board will be developing procedures and standards to control the improvement of private ways to ensure that adequate and suitable access is provided

for future development. This policy must be integrated into existing subdivision regulations and the Wilbraham Zoning By-Law.

Finally, the Zoning By-Law will continue to be fine-tuned as we uncover inconsistencies in need of clarification and as we respond to new issues and new technology.
We are fortunate that Wilbraham attracts reputable developers, who, in general, are responsive and work closely with the Planning Board. The revisions we will be making will insure that future development is in the town's best interest.

Organization & Membership

At the annual town election, Christopher Leisey was re-elected to a five-year term on the board. In June, the Planning Board reorganized and Richard Butler was elected chairman, Frederic Fuller was elected vice chairman, and Christopher Leisey was elected clerk. Susan Burk was reappointed to serve as an Associate Member for a one-year term. In September, the board accepted with deep regret the resignation of Laurie Bongiorni. In October, Kenneth Tichacek was appointed to serve on the board filling the vacancy created by the resignation. Richard Butler continued to serve as the town's representative to the Pioneer Valley Regional Planning Commission. Planning and Community Development Director John Pearsall and Secretary Frances Popovich continued to function as the staff liaison between the Planning Board and other town boards and committees.

The Planning Board holds regularly scheduled meetings on Wednesdays at 7:00 PM. Specific dates and agendas for meetings may be obtained from the Planning Office. All meetings are open to the public and community participation from interested townspeople is always welcomed and encouraged. With your support we will continue to provide the very best possible service for our community in the year ahead.

Richard Butler, Chairman
Frederick Fuller, Vice Chairman
Christopher Leisey, Clerk
Kenneth Tichacek
Edward Stevenson
Susan Burk, Associate

John Pearsall, Planning Director
Fran Popovich, Secretary

Conservation Commission

The Conservation Commission's main function is to administer the state and local wetland protection statutes. Landowners may request that the commission determine whether wetland areas exist on their property by filing a Request for Determination. If a landowner desires to alter the wetlands, the area within 100' of the wetlands, a stream,

brook or river, or any area within 200' of a perennial stream, brook or river, the commission must approve such activity and will issue conditions protecting those resource areas. The commission also oversees over 960 acres of conservation land throughout Wilbraham and is involved in developing long-range plans for the maintenance of those areas and the possibility of acquiring additional open space.
In 2004, 12 public hearings were held for a variety of projects that required a Notice of Intent. And 14 public hearings were held for applications filed as a Request for Determination of Applicability.

In addition, the commission continues to be involved with a variety of enforcement activities to ensure landowners are in compliance with wetland statutes. The commission generally attempts to negotiate compliance with landowners before resorting to ticketing, fines, or court proceedings. This year, there have been several Enforcement Orders issued to landowners that began work on their property prior to complying with all the regulations.

The commission is always seeking contributions of additional open space and is prepared to assist landowners interested in donating land or interests (such as conservation easements) to the Town or to local trust organizations. One of the key concerns of the commission is to try to connect existing open space parcels with smaller corridors of open space to maximize the visual and environmental impact of our publicly owned open space.

The commission continues to look for residents interested in becoming associate members. The commission appoints these members and they attend meetings and hearings, but do not vote at the hearings. We are looking for individuals who are interested in the maintenance of existing conservation properties, open space planning and related activities. Interested persons should contact the Conservation Commission Office at the Town Office Building.

Anyone interested in understanding how the state and local wetland statutes operate is invited to meet with the commission. The commission also has available for sale at the Town Office Building a "Citizens Guide to Wilbraham Wetland Regulations" that describes the local by-law and regulations. The commission generally meets twice a month on Mondays at 7:00 PM in the Town Office Building. The specific dates and agenda are available from the Conservation Commission Office and are posted on the town bulletin board prior to the meeting. Interested townspeople are always welcome and encouraged to participate.

John Sullivan, Chairman
Patricia Ross
Stoughton Smead
Thomas Reavey
Robert McMaster
Christopher Brown
George Reich
Karen Leigh, Associate

Melissa Graves, Secretary

Zoning Board of Appeals

The purpose of the Zoning Board of Appeals (ZBA) is to act upon applications for special permits (SP) or variances which require ZBA approval, to act upon grievances of anyone unable to obtain a permit or enforcement action under the provisions of Chapter 40A (the State Zoning Act), to review decisions of the Building Inspector after an appeal has been filed, and to issue comprehensive permits for low- and moderate-income housing authorized by Chapter 40B.

The Board of Appeals consists of three members and two associate members. All members of the board are appointed for three year terms.

This past year the Board of Appeals issued decisions on the following applications:

APPLICANT	ADDRESS	DECISION
Nicole Gray Home Professional Office-SP	3 Burt Lane	Approved
Scott Bergman Variance of rear yard set back	5 Burt Lane	Approved
Brenda Grumt Home Occupation-SP	6 Old Carriage Drive	Approved
Jayme Sharpe Home Occupation-SP	15 Delmor Avenue	Approved
Ronald/Sheila Nadolski Variance of front yard setback	16 Pine Street	Approved
The Garvey Group Construction of a medical/professional office building	35 Post Office Park	Approved
Antonio Sebastiao Request to operate the premises as a for-profit banquet hall, bar, and lounge area-SP	28 Stony Hill Road	Approved
The Garvey Group Construction of a professional office building and accessory building-SP and a variance of the rear yard setback	75 Post Office Park	Approved
Jane Morello VMD Change of Use	451 Main Street	Approved
Carol Morello and Kelly Moran Appeal of decision regarding alteration of a pre-existing, non-conforming use on property	493-495 Main Street	Denied
Anne/Michael Grady Variance of the side yard setback and less than the minimum acreage for a private stable	692 Stony Hill Road	Approved
Manny's TV & Appliance Waiver from parking requirements	1872 Boston Road	Approved

Manny TV & Appliance Amendment to a SP previously granted. Request to convert a pre-existing non-conforming residential lot for commercial use	15 Dudley Street	Continued Until 2005
Courtney Nawrot CVS Pharmacy Appeal a decision regarding a permit for an electronic message center	1990 Boston Road	Denied
2034-2040 Boston Road, LLP Modification of a SP regarding the addition of a clock tower	2034-2040 Boston Rd	Approved
Ronald J Coviello Proposed operation of a hair replacement center-SP	2141 Boston Road, Unit J	Approved
Anthony S Coviello Proposed operation of a barber shop/beauty salon, and massage therapy-SP	2141 Boston Road, Unit K	Approved
J & N Salema Family Limited Partnership Drive-through window Dunkin Donuts-SP	2144 Boston Road	Approved
Ke-Qing Chen Proposed restaurant-SP	2571 Boston Road	Approved

Edward E. Kivari, Jr., Chairman
Thomas Counos — Mark Albano, Associate
Carole Lynch — Charles Pelouze, Associate
Melissa Graves, Secretary

Open Space & Recreation Plan Committee

The Open Space and Recreation Plan Committee is responsible for developing and implementing Wilbraham's Open Space and Recreation Plan ("the Plan"). The Plan is a state-mandated document that analyzes the existing open space and recreation resources of the town and includes a five-year plan for implementing a number of actions that affect those resources. Dealing with issues as diverse as playing fields, farmland preservation, protection of environmentally sensitive areas and wetland protection, and bike trails, the committee meets on a monthly basis to discuss the town's progress in implementing the goals set forth in the Plan. The Plan was approved by all state-level authorities for a five-year period in 1999. The Committee is now producing a revised draft of the Plan for approval by the state in 2005.

Committee members are volunteers appointed by selectmen. Committee members devote many hours during the year to assuring that open space issues are recognized by other town boards and the public. During 2004 the committee continued to

implement some of the key goals of the Plan. The key role of the committee has been to prepare detailed analyses of undeveloped parcels in Town, especially those that may be subject to imminent development. The committee has also been a facilitator, gathering together landowners of large, undeveloped parcels in town to discuss preservation options. The committee is exploring ways to coordinate such meetings with the newly formed Minnechaug Land Trust.

That land trust was created early in 2004 as a successor to the Hampden-based Hampden Land Project. This new land trust will pursue land preservation and similar projects in both Hampden and Wilbraham. Although a private group, the committee anticipates working closely with the Minnechaug Land Trust on many open space issues in Wilbraham. One of the first objectives of the new land trust is the acquisition of Rice Fruit Farm on Main Street. The committee is providing logistical and other support for this effort.

The board has continued to meet periodically with the Planning Board, the Conservation Commission, and selectmen in regard to open space and recreational issues. One of the key goals of the Plan was to assure that any decision on development proposals in town take these issues into account. To this end, the committee continues to provide written analyses of all key parcels in town and is working with the other committees to rank the importance of these parcels to the townspeople. Members of the committee critique development proposals that appear before the other boards, commenting on how the development affects such issues as rural character, historic qualities, and environmental considerations.

In light of the budget situation, the committee continues to encourage landowners who are interested in working with the town to consider alternatives to standard development. Through creative and selective development of part of a parcel, a landowner can reap an economic benefit and at the same time preserve for the town most of the character of that property. In cases where the landowner desires to donate an interest in land to the town, the town is willing to assist with some of the legal costs that arise from such a transaction.

The committee is always looking for town residents who have an interest in open space and recreation issues to serve on the committee and its subcommittees. The Committee generally meets on the last Wednesday of each month, and the public is welcome to participate in these meetings. For more information about the committee and the Plan, please contact any member or call John Pearsall, Director of Planning and Community Development (596-2806).

Stephen Bosworth (Chair)

Cathy Callaghan	Coralie Gray	Jim Mauer
Kathleen Collins	Steve Lawson	Charles Phillips
Rodney Fountain	Kate Leary	Kathy Sweeny
Suzanne Garber		

Fair Housing Committee

It is the intent, obligation and policy of the Town of Wilbraham to promote, within constitutional limitations, equal choice and access to housing in our community to all persons regardless of race, color, religion, creed, national origin, ancestry, sex, sexual orientation, marital status, veteran status, disability, age, children, public assistance or rent subsidy status. The Town of Wilbraham deplores unlawful housing discrimination and is committed to strictly enforcing a zero-tolerance policy with respect to alleged violations of the fair housing laws. As Fair Housing Officer for the Town of Wilbraham, I am pleased to report that there were no fair housing complaints filed with my office during the past reporting year.

In addition to routine measures to ensure full compliance with the Fair Housing Laws, the Fair Housing Officer works closely with the Fair Housing Committee to develop and implement the town's Fair Housing Plan. The Fair Housing Committee consists of three members appointed to one-year terms by the Board of Selectmen. The Fair Housing Committee did not meet during the past year.

James Barrett
Michael Mazzuca
Carolyn Zawacki

John Pearsall AICP
Fair Housing Officer

Sealer of Weights and Measures

Item	Category	Sealed
Scales	Over 10,000 lbs.	3
	5000-10,000 lbs.	0
	100-5000 lbs.	2
	Under 100 lbs.	7
Weights	Metric	2
	Apothecary	8
Other Devices	Gasoline Pumps	92
	Oil and Grease Pumps	4
	Unit Pricing Scanners	30

Fees collected: $2398.00

Any business that has price scanners, fuel pumps, and/or scales in the Town of Wilbraham is required to have them tested annually for accuracy. In the year 2004, Bill found that all scanners, pumps, and scales were in compliance with the rules and regulations according to the Sealer of Weights and Measures.

William H. Garvey, Jr.
Sealer of Weights and Measures

Melissa Graves, Secretary

Wilbraham Council on Aging

In October of 2004, the Senior Center moved from the former Pines School to the brand new Scantic Valley YMCA building in Post Office Park. Our new address is 45B Post Office Park and we share the building with the town Recreation Department and the Scantic Valley "Y". We continue to be open Monday through Friday from 8:00 AM to 4:00 PM. We are proud to be able to offer a broad range of activities, programs, and services for the seniors in the Wilbraham community. We welcome everyone, regardless of age or residency, into our programs as space is available. First preference is given to those over 60 who reside in Wilbraham.

We have a full -time Social Service Coordinator: Bridget Wallace. She assists residents of all ages with applications for Fuel Assistance, Food Stamps, MassHealth, housing, nursing homes, and assisted living options. She keeps current information on the changes in health insurance and Medicare and is able to provide information and referrals to families of seniors who are in need of assistance.

The majority of our funding comes from the Town of Wilbraham and we also receive funding from The Massachusetts Executive Office of Elder Affairs and Greater Springfield Senior Services, Inc. The Friends of Wilbraham Seniors raise money to pay for the monthly newsletter which goes to every senior household in Wilbraham and provides funding for the extras that are not included in our regular annual budget. We are very grateful to the Rotary Club of Wilbraham whichhelps to underwrite our weekend home-delivered meal program and sponsored a wonderful indoor picnic for us: our first big event in our new home. More than 200 seniors attended and everyone had a marvelous time.

We are grateful for funding from Greater Springfield Senior Services for our "Flu Survival Kits;" 125 kits were distributed to Wilbraham residents. Each kit contained chicken soup, tea bags, hand sanitizer, tissues, and information about how to avoid the flu and what to do if you get the flu. This project came as a result of the early predictions of a shortage of flu vaccine. Happily, we received our usual allotment and provided immunizations for seniors, first responders, and many town employees. Many thanks to Claudia Considine, BSN, for putting this project together. We also want to thank Chief Fran Nothe and the EMTs of the Wilbraham Fire Department, Dr. Pacosa, and nurses Poppy Nelson, Denise MacFarland, Dolores Talbot, and Lisa Dargie for volunteering to help with the vaccination clinics. We are fortunate to have so many willing and wonderful volunteers.

Our weekend meal program continues to run smoothly thanks to a core group of 25 volunteers and the kitchen at Life Care. Because the program is underwritten by the Rotary Club and delivered by volunteers, we are able to provide a noontime hot meal on Saturdays and Sundays at the same cost ($1.75) of the weekday program that is

subsidized by Greater Springfield Senior Services under Title III of the Older Americans' Act.

This year we have a new meal site coordinator, Jessie Nietuski, who is a wonderful addition to the Senior Center. The noon meal program is growing once again due in part to her making everyone feel special and welcomed. Reservations for the noon meal are required to be made the day before. A donation of $1.75 is requested for those who are over 60. Those under 60 are asked to pay $3.00 per meal.

We continue to have weekly blood pressure clinics, monthly glucose screenings, hearing screenings, massage therapy, foot care from both Dr. Cindy Galavotti and the PediCare nurses. Our nurse, Claudia Considine, is available for education and information three mornings a week.

We continue to provide a variety of exercise programs at either low or no cost, a variety of card games, Bingo, knitting classes, lessons, and educational opportunities. Since our move, participation has more than doubled. We are delighted with the level of activity and look forward to its continue growth.

Twice a week the Wilbraham senior van provides low cost ($.50 each way) transportation for Wilbraham seniors for grocery shopping and the opportunity to shop at various malls and stores in the area. We have a wonderful group of volunteer drivers who receive training through Mass Transit. We would like to expand our driver pool and provide daily transportation from home to the Senior Center. Please call us if you might be interested. No special license is needed to drive the van.

Our medical equipment lending closet is available to Wilbraham residents at no cost. We have a variety of canes, walkers, wheel chairs, commodes, raised toilet seats, and shower and bath chairs. Thank you to all of the people who have donated equipment so generously.

We would like to thank the Board of Selectmen for their support and encouragement. Without their support, we would not be in this beautiful new facility. Our appreciation goes to Senator Brian P. Lees and his staff and Representative Gale D. Candaras and her staff for their continued support and advocacy for seniors in our community. It makes our mission a great deal easier to complete.

Council on Aging

Theresa Munn, Chair
Barbara Fisk, Vice-Chair
Al Brazee, Treasurer
Marguerite Zwarycz, Secretary
Fred Biel
Virginia Rickert
Diane Sartwell

Dorothy H. Hooper, Director of Elder Affairs

VETERANS SERVICES

The Department of Veterans Services is under the direction of the Office of the Commissioner of Veterans' Services of the Commonwealth of Massachusetts and is governed by Chapter 115 of the Massachusetts General Laws. The Veterans Agent serves as the local contact for all veterans benefit programs including VA benefits. Veterans and their dependents should feel free to contact this office at 596-8111 with any questions.

During 2004 (January-December) the Veterans Department expended $3,049.12 for Veterans Aid. Veterans benefits are subject to approval by the state and the town receives a 75% reimbursement from the Massachusetts Commissioner of Veterans Services.

If you have misplaced your (or your spouses) discharge documents (form DD 214) we can assist you to request a copy from the National Personnel Records Center. This very important document is needed whenever an application for any kind of veterans benefits is made, including burial benefits, medical benefits, annuities, tax abatements, bonuses, license plates, interment in Veterans Cemetery and so on. We will also keep a copy on file if you submit it to this office in case you -- or your family -- needs it at some point in the future.

The Commonwealth of Massachusetts Executive Office of Administration and Finance Department of Veterans Services Division has announced the availability of annuities in the amount of $1,500.00 payable in two equal payments in February and August to any wartime veteran who suffered service-connected blindness, paralysis, or other disability, or to the parents of a deceased veteran whose death occurred as a result of injury sustained, or disease contracted, during active service in time of war. Contact this office for more information or to obtain an application.

Applications for Veteran's license plates from the Registry of Motor Vehicles are available in this office, as well as applications for military branch decals to be attached to the number plates. Information and applications for interment in the Commonwealth's Veterans Cemeteries in Agawam and Bourne are also available. These applications can be filed at any time to establish eligibility for interment, not only at the time of death of a veteran or dependent.

Due to the high cost of health insurance, more and more veterans are applying for federal medical benefits under the Veterans Health Administration. The Springfield Outpatient Clinic and Community Care Center located at 25 Bond Street, Springfield, MA 01104 is the closest VA health facility to Wilbraham residents. To apply for a VA health care card, call the facility at 731-6000 to schedule an appointment. Once a veteran has been issued a VA health care card the veteran can receive medical care and prescription drugs through the system and visit any VA Health Care Facility.

On August 20, 2004 a special Tribute Luncheon was held for WW II Veterans in honor of their military service on the occasion of the release of a United States postal stamp commemorating the dedication of the WWII Memorial in Washington, D.C. in May 2004. Wilbraham Postmaster Bruce Allen and the Veterans Department hosted the event at the Wilbraham & Monson Academy which included special presentations for all veterans from Representative Gale D. Candaras and Senator Brian P. Lees. Some 120 WW II Veterans and their guests filled the hall and proudly accepted their special commemorative postage stamps, certificates, and commendations for their service in the Army, Navy, Marines, Merchant Marines, Coast Guard, and Air Force. Thank you to all who joined us on that special day.

On Sunday, May 30, 2004 we held our annual Memorial Day Ceremony at Glendale Cemetery on Glendale Road. Memorial Day was officially declared in 1869 and this event has taken place annually since the late 1900's. The Glendale United Methodist Church has been a gracious host, providing refreshments following the ceremony for many years. We regret that the church closed its doors this past June. We would like to extend our sincere thank you to Ray Ellison and Merle Messer and all the many helpers who provided a warm welcome and baked goodies, coffee and juice to the veterans and their families who attended the ceremony for these many years. Your hard work and good will was sincerely appreciated.

At the annual Veterans Day Ceremony on November 11, 2004, the Board of Selectmen accepted the generous gift of Donald and Catherine Tucker who organized and donated the installation of a granite table and benches among the veterans' memorials at Crane Park. The Tucker's donated the entire cost of the installation, site preparation, and beautiful round table with benches at a price tag of almost $8,000. The place was designated a place of remembrance in honor of their son Donald Tucker who grew up in Wilbraham with his two sisters Carol and Elizabeth and whose untimely death from Leukemia in 1992 at the age of 34 was a tremendous loss to the community. On behalf of all veterans, thank you for your generous gift.

Please don't hesitate to contact this office at the Town Office Building at (413)596-8111 Monday-Friday, 8:30 a.m. to 2:30 p.m. with any questions or concerns regarding veterans benefits.

Richard J. Prochnow,
Veterans Agent

Herta Dane,
Veterans Secretary

COMMISSION ON DISABILITIES

The Commission on Disabilities met six times in 2004, fulfilling its statutory obligation.

It was brought to the attention of the commission that Wilbraham Public Access Channel 5's practice of only displaying its weekly schedule on the television screen was

a disadvantage to visually impaired individuals. The commission brought this to the attention of the Public Access TV staff and received an immediate and positive response. In addition to a display, the weekly schedule is not read.

We also work closely with the Building Inspector concerning handicapped parking spaces at schools. Handicapped spots were not clearly marked, therefore not in compliance with the ADA. The commission received full cooperation from the Building Inspector and there are now free-standing posts identifying designated spots reserved for handicapped users.

The commission reviewed plans for the new Scantic Valley YMCA. After touring the beginning stages of construction, the commission recommended the installation of automatic door openers. A tour after completion confirmed the suggestion was implemented.

The **Americans with Disabilities Act of 1990 (ADA**) provides a comprehensive national mandate for the elimination of discrimination against individuals with disabilities in employment, transportation, public accommodations, state and municipal government activities and telecommunications. **Massachusetts Constitutional Amendment, Article 114-1980** states: "No otherwise qualified handicapped individual shall, solely by reason of his handicap, be excluded from participation in, be denied the benefits of, or be subject to discrimination under any program or activity within the Commonwealth." Any city or town in the Commonwealth which accepts the provisions above is authorized to establish a Disability Commission. Commissions work with the Massachusetts Office on Disability (MOD) to carry out programs and activities designed to integrate people with disabilities more fully into their communities.

In Wilbraham, the Commission on Disabilities consists of nine members, appointed by selectmen. The majority of members must have a disability themselves or be an immediate family member of someone with a disability. One member of the commission must be an elected or appointed official of the town. Members are initially appointed in staggered one-, two-, and three-year terms. The commission must meet at least six times annually, keep records of its meetings and actions, and file an annual report.

Since its beginning, the Commission on Disabilities has provided information and consultation to citizens of Wilbraham with disabilities and their families. Commissioners work with the town's Building Inspector to survey public buildings, and monitor compliance with ADA and Massachusetts standards. The commission is also concerned with employment policies and procedures, parking facilities at businesses, recreational access, publication of town reports, and other accommodation issues for the disabled.

Elaine Scott, Chair
Diane DaSilva, Secretary
John (Jack) Chase
Donald Haynes
Susan Kramer
Evelyn O'Brien
Debbi McDonald
John Albano

WILBRAHAM HOUSING AUTHORITY

In May 2004 the Wilbraham Housing Authority was presented with an *"OUTSTANDING AGENCY AWARD"* from the Massachusetts Chapter of NAHRO (National Association of Housing and Redevelopment Officials) *"FOR THE INNOVATIVE AND SUCCESSFUL REUSE STRATEGY OF A CONGREGATE HOUSING DEVELOPMENT."* This innovative and new housing program has been phased in at The Pines this past year. This housing program is the first program of its kind in the country.

The Pines congregate housing development was designed for frail elderly and consisted of fifteen efficiency type apartments that have always been very hard to rent. The entire facility, all fifteen bedrooms, office space, and common shared space are now being rented to the Statewide Head Injury Program. This is a state-funded agency that provides and coordinates services for individuals that have had a traumatic head injury. The congregate housing development is now known as The Transitional Living Program At Stony Hill. The day-to-day operations of the transitional living program are managed by the Carson Center for Human Services and have staffing around the clock. The program has run smoothly during its first year and has helped to change and improve the lives of the men living there.

At The Pines location, the day care center that rented space for many years has ceased operations and closed its doors. Also, the Senior Center moved out of the space it rented from the authority at The Pines. The Senior Center is now located at the Scantic Valley YMCA. The vacated spaces at The Pines are still being used to some extent by the Wilbraham Recreation Department for basketball and by non-profit groups for meetings. The Wilbraham Housing Authority and the town are exploring other uses for the space.

The Massachusetts Department of Housing and Community Development subsidizes the rent for residents living in the authority units. The authority administers chapter 705 Family Housing and Chapter 667 Elderly/Disabled Housing. The elderly housing is located at Miles Morgan Court and at The Pines, 88 Stony Hill Road. The family housing is scattered throughout town; some housing units are duplexes and some are single-family homes. Applications for housing may be obtained by calling 543-1700 or stopping at the Wilbraham Housing Authority Office, 88 Stony Hill Road, between 8:30 a.m. and 12:30 p.m., Monday through Friday. The Department of Housing and Community Development strictly enforce all rules and regulations of the authority.

The authority holds a regular monthly meeting on the second Tuesday of each month at 7:00 p.m. The locations of the meeting change; January, March, May, July, September, and November the meetings are at 12 Miles Morgan Court. February, April, June, August, October, and December the meetings are held at The Pines, 88 Stony Hill Road. The public is welcome to attend meetings and all meetings are posted at Town Office Building according to Open Meeting Laws.

Richard Bourgeois, Chair
William D. Crocker, Vice Chair

Anne Turcotte, Treasurer
Michelle Lawler, Assistant Treasurer
R. Earl Hermance, State Appointee

Carol Anne Young, Executive Director

Health Agent/Title V Inspector

The Board of Health (Board of Selectmen) is responsible for protecting public health and the environment. The inspector is responsible for the enforcement of, and education for, public health issues and regulations. The position requires the inspection of all restaurants, retail food establishments, motels, tanning and massage facilities, tattoo and piercing salons, schools, swimming pools, bathing beaches, camps for children, and housing. These inspections are conducted to assure compliance with state and local regulations that govern them. When violations are observed, the facility is cited and a re-inspection is conducted to verify compliance.

In addition to the enforcement and education of these regulations, the inspector may investigate complaints about trash and debris on private and public property, the health and welfare of individuals who may need assistance or guidance, noise complaints, septic system failure complaints, air quality issues, and any other issues relating to public health concerns. In all these instances, the inspector conducts an inspection to determine the health risk, and follow up with a letter to, or contact with, the affected parties to eliminate the health risk. When compliance with an order is not obtained within the specified time, the inspector will continue enforcement through legal process. In these cases, the inspector submits documentation to the appropriate court and represents the town in any subsequent court proceeding.

Advisory Board of Health

The Advisory Board of Health meets quarterly to discuss all public health issues that need to be addressed in the Town of Wilbraham. The Advisory Board of Health put out its first newsletter this past year that highlighted winter health issues. The board is currently working on well regulations that will be submitted to the Board of Health for review sometime in 2005.

Title V Septic Installations

The health inspector is required to handle all aspects of the enforcement of Title V issues. This includes witnessing all site assessments requiring percolation testing for new construction as well as the repair of all leach fields in the town. The proposed design of the leach field is then submitted for the inspector to review/approve. The

inspector is then required to conduct a field inspection of the installed system to assure compliance with the approved design. All aspects of Title V are handled through the Engineering Department at the Town Office Building. In 2004 the inspector witnessed 80 percolation tests, reviewed 107 septic designs, and inspected 80 installed systems.

West Nile Virus

Over the past few years, the Board of Health has been responsible for responding to any issues regarding the West Nile Virus. Over the past few summers there have been positive results on birds submitted for testing for the West Nile Virus. During the summer months residents are urged to report any dead crows or blue jays that are observed in their neighborhoods. Residents should call the Massachusetts Department of Public Health hotline (1-866-627-7968) to report the type and condition of the bird. In some cases, the state will request that the bird be submitted for testing and will issue the resident a tracking number. The resident will be directed to submit the bird to the Board of Health (Selectmen's Office) at the Town Office Building. The bird is packaged and a courier from the state lab transports the bird for testing. After two birds test positive, the state no longer requires testing, however, it is essential that dead birds continue be reported to the state hotline.

Emergency Preparedness

The Board of Health has continued to work with the public health nurse, Local Emergency Planning Committee and the state Department of Public Health evaluating the local impact of a bio-terrorism event. Regular meetings are held to develop an emergency response procedure for the mass inoculation of the residents of Wilbraham within a specified time frame.

Lorri McCool, Registered Sanitarian
Health Agent and Title V Inspector

PUBLIC HEALTH NURSE

The Public Health Nurse works under the direction of the Executive Director of Elder Affairs Dorothy Hooper. The nurse also works with Health Agent Lori McCool, the Board of Selectmen/Board of Health, Fire Chief Fran Nothe, the Local Emergency Planning Committee (LEPC), and with the School Nurse Administrator Loralee Nelson, RN. The responsibilities of this part-time position primarily focus on working with the Senior Center staff and seniors, and assisting with public health concerns in the community.

Flu clinics have been held at the Senior Center. As the Massachusetts Department of Public Health guidelines for flu vaccinations were adjusted in November and December, flu clinics were conducted with the assistance of Loralee Nelson, RN, paramedics from

the Fire Department, Dr. Walter Pacosa, and volunteer nurses from the community. We are most grateful for their assistance.

Communicable and reportable disease investigations have been conducted and reports have been forwarded to the Massachusetts Department of Public Health.

Lyme disease continues to be a concern in Wilbraham and in the state. However, this year the number of reportable cases has decreased slightly.

One of the LEPC projects this year as a "Test of Dispensing Site" drill. The LEPC, along with many volunteer Registered Nurses proposed to administer flue vaccine to multiple residents of Wilbraham as a means of conducting this drill. Because of the flu vaccine concerns, we were not able to conduct the actual drill. However, as a result of the preparation for the drill by many town departments and volunteer Registered Nurses, we have gained valuable insight into this process.

The move to the new Senior Center has been completed, and many opportunities for health education programs are underway.

Claudia Considine, RN
Public Health Nurse

Dog Officer - Animal Control

In the year 2004, there were 1922 dogs licensed in the Town of Wilbraham. Any dog six months of age or older, is required to be licensed by state law. In order to be licensed, a proper updated rabies vaccination, given by a licensed veterinarian. The certificate then brought to the Town Clerk along with a $20 fee for unspayed or unneutered animals or $10 fee for neutered or spayed animals. The licensing period runs from April 1 to June 30. After this period a $10 late fee will be assessed.

Over 1050 calls were received by us regarding complaints of roaming dogs, barking dogs, dog bites, wildlife, etc. Many complaints were issued against dog owners who continuously ignore posted rules and regulations at Fountain Park. This has been a continuous problem.

There were 52 dogs picked up for 2004. Some of the owners were fined and some of the dogs were adopted.

Many wild animals were killed on Wilbraham roads this past year. Please be careful when driving.

Gill Turcotte, Animal Control Officer Anne Turcotte, Assistant Animal Control Officer

BOARD OF CEMETERY COMMISSIONERS

Pictured at left is a piece of Wilbraham history "cast in stone, commemorating not only the person buried in the lot in front of the monument but also the use of local sandstone to carve that memorial. The switch by the Colonial stone carvers from very unstable white marble to rugged sandstone has been welcomed by Cemetery Commissioners of today! It has been able to withstand the ravages of time and weather, especially acid rain which is devastating carvings on monuments in all eastern U.S. cemeteries.

In 2004, the town cemeteries celebrated their 264th year of service to residents. In recent years local author and Cemetery Historian J. Bruce Tingle has been tracking our cemetery vital records for both Wilbraham and Hampden. He reports that there were 102 deaths in Wilbraham last year; 46 were male and 56 were female. The average age of the women was 79 years and the men lived to 74 and one half years.

There were six people buried in Adams Cemetery, six in Glendale Cemetery and one in East Wilbraham. Woodland Dell had ten burials and there were 28 people buried in various Catholic cemeteries in the area.

Among the accomplishments of the commissioners in 2004 was the completion of the last gravel road located along the north fence in Adams Cemetery. This new all-weather road replaced the grass road which was laid out in 1899 when the town purchased the north section from Llewellyn Merrick's grandfather.

Another accomplishment in 2004 was the completion of the tree work which was paid for in part by the Heritage Tree Program, a grant which Tree Warden Gordon Long (recently retired) assisted in obtaining. The Massachusetts Urban Forestry Department inspected and approved payment for the tree trimming and limb cabling work which was accomplished under the direction of Paul Cambo, president of Northern Tree Company.

At East Wilbraham Cemetery the board repaired ten monuments which were broken during the previous year. Kleeberg Sheet Metal Company is to be thanked for approximately $4000 worth of stainless steel collars which they donated and installed to protect the repaired stones. Steel collars have also been installed on stones at Adams and Glendale Cemeteries as well.

The major project at Glendale Cemetery which the board is very proud to have completed is the rebuilding of the approximately 240 foot stone wall which was built in

the 1840's and which had been in a state of disrepair since the 1950's. The low-bidder was Baltazar Contracting of Ludlow, the same firm which built the stone walls along the Springfield Street-Stony Hill Road intersection when it was widened a few years ago.

On the inside of the wall the cemetery lawn has been replanted and on the street side there have been several gardens of perennial bulbs planted. The remaining area will be seeded in the Spring of 2005.

Another goal of the board in 2005 is to complete the nomination process for the National Register of Historic Places for Adams Cemetery, the only one of the town cemeteries which qualifies for this designation. There is some federal financial assistance which such registration can accrue to the town to assist the commission in maintaining "our history cast in stone…".

Donna Fountain, Chair and Treasurer
Peter Ablondi, Vice Chair and Secretary
Dana-lee Luzi, Clerk

Recreation Department

The Recreation Department had another exciting and busy year. The department not only changed locations, moving from the Town Office Building to Post Office Park, but also kept busy with several new programs and renovations to our parks. The department's success rests upon our volunteers, who again went above and beyond. Whether it was coaching, fundraising or a board member, all our projects and programs came to fruition because of the countless hours and energy expended by our volunteers.

This past year was our busiest year regarding projects and improvements to our parks. The biggest renovation came at the Memorial Fields; both fields underwent a major overhaul to upgrade the facility, but field #1 had the most extensive work. The field was turned into a little Fenway, complete with Green Monster and dugouts. Also, during the fall, the infield on Memorial #1 was resoded to provide a level playing surface. All the improvements were made possible by the efforts of the **Friends of Baseball**, who continue to plan bigger and better things for the Wilbraham Baseball Program. Spec Pond also was fortunate to undergo many improvements; most of the attention was centered around the new multipurpose field. The field is nearing completion with some leveling of areas, football-specific goal posts and the scoreboard erected.

Much of our attention during 2004 revolved around the planning, funding, and implementation of future projects. The list of future projects is long and ambitious, but the department feels that if things fall into place and our volunteers keep up the good work, our dreams will materialize. Some of things planned for 2005 are:

- New dugouts, financed by the **Friends of Recreation**, and backstop, made possible by a $5,000 donation from **Monson Savings Bank**, on the Spec Pond Bronco Field.
- Lights on the new Spec Pond Multipurpose Field.
- Concession/Storage Stand on the new Spec Pond Multipurpose Field.
- Put the baseball diamond at Wilbraham Middle School back in service.
- Convert Spec Pond Pony Baseball Field into softball diamond.
- Renovations to Spec Pond pavilion kitchen, courtesy of a donation by **Kitchen Encounters.**

Some of the projects are in progress, while others remain dependant on several factors, keeping them in the infancy stage for the foreseeable future.

The department also has made a conscientious effort to remain focused on maintaining and improving our current programs, while attempting to offer Wilbraham residents some new and exciting programs. Some of the programs we made improvements to in 2004 were Instructional Basketball and Lacrosse, while also continuing the momentum from 2003 with several modifications to our Baseball Program in 2004. Some of the new programs we unveiled in 2004 were:

- Summer Baseball (Grades kindergarten through eight)
- Learn To Ski (Wilbraham Middle School students)
- Learn To Skate
- After School Bowling Program (ffered to Soule Road, Memorial, and Stony Hill Schools)
- Flag Football (Grades kindergarten through second)
- Summer Theatre Workshop
- Pet First Aid Class

All of the new programs exceeded our expectations in not only the program dynamics, but also enrollment for each new venture.

For the future, the department already has begun developing several new offerings that we hope to unveil soon. Some of the programs we are working on are a dodge ball league, a youth volleyball program, and an intramural flag football league. Several people have inquired about the aforementioned programs; soon residents will have an even greater variety of offerings from our department.

The Wilbraham Recreation Department has benefited immensely from continuity of its office staff. Recreation Director Bryan Litz, is working through his fourth year, while Administrative Assistant Merrie Kaye has begun her fifth year of service to the Town Of Wilbraham. The rookie of the group is Program Coordinator C.W. Zimmer, who is in the midst of his third year, and continues to work miracles with the Youth Sports Programs he oversees. The department continues to develop its website, www.wilbraham-ma.us/rec, in hopes of allowing residents one-stop access to all pertinent information via

the web. With the guidance of the volunteer seven-member Recreation Commission, the dpartment hopes to continue to meet the needs of the residents of Wilbraham, while working hand-n-and with other town departments and the backbone of our programs, the volunteers.

The Recreation Commission and department staff would again like to thank the hundreds of volunteers who make all our programs an overwhelming success. We would also like to thank the **Friends of Recreation**, **Friends of Baseball**, the **Football Association**, the **Basketball Association**, and **Hampden Engineering**, specifically **Mike Flynn**, for all their help. Without these groups none of the projects mentioned above would make it out of the planning stage. They have and/or will provide the financing, expertise, and equipment to get the job done.

Recreation Commission
Thomas Courtney, Chairman
Mark Jones, Vice Chair F.O.R. Liaison
Karen Murphy, Secretary
Mary Burnham
Kevin Burnham
Stan Soja
Donna Borchers

Recreation Department
Bryan Litz, Recreation Director
C.W. Zimmer, Program Coordinator
Merrie Kaye, Administrative Assistant

Wilbraham Public Library

Library Building Project

The library is excited with the results of the fifteen-month schematic design process that concluded in June. Working with architect Jeff Hoover of Tappe Associates, library building consultant Nolan Lushington, and the Massachusetts Board of Library Commissioners, the Library Facility Feasibility and Design Committee (LFFDC) designed a one-story 29,380 square foot renovation/addition that will meet community library needs for twenty years and beyond with plenty of space for growing collections and people.

The proposal involves renovating the existing building to become the children's library that will include zoned areas by age groups from toddlers through sixth graders plus a children's story time and activity room. The addition will house a designated teen space for middle school and high school students, community gathering area for new materials and casual use, quiet study areas, local history room, computer training space, and meeting room complex.

The LFFDC concluded their work in June with a public forum. In July the Board of Selectmen approved the project to move forward and apply for a $2.6 million state

library construction grant. The Trustees conducted an intensive public information campaign during the fall in preparation for the Special Town Meeting in January 2005 to allow the library to proceed and apply for the grant.

Grants

Library staff actively searched for outside funding opportunities to enhance the collection and services. The Massachusetts Foundation for the Humanities, Wilbraham Cultural Council, and National Endowment for the Humanities, in collaboration with the American Library Association, provided grants for child and adult programming. The library also completed *Wilbraham & Hampden: A Shared History 1763-1878,* a Massachusetts Documentary Heritage Grant project in the spring. Consultant Laura Scott Lowell conducted collection surveys of ten local organizations with historical collections or missions and produced a finding aid to the collective resources of the groups which can be found on the library's website.

Outreach and Community Relations

The library continued to provide services to those unable to physically come to the library through deposit collections at local nursing homes and care facilities and through the homebound delivery program. In 2004, volunteers and staff delivered 2,634 items. This year the library added the Transitional Living Center at Stony Hill, a rehabilitation center for people with head injuries, to the facilities with deposit collections.

Outreach and collaboration also included connections with various daycare providers, preschools and schools, the Minnechaug Technology Honor Society, promoting services through the Branches publication to high school teachers, and supporting school grant programs. The library participated in the Wilbraham Chamber of Commerce, Peach Festival, and Athenaeum Society Christmas tree display, and promoted collections and services to the community at large through the ongoing *Spotlight @ Your Library* feature on the Wilbraham Public Access Channel.

Technology

The library now has over 2,300 registered Internet users. In order to keep up with the demand for computer printing by the public, the library purchased a new laser printer which is suited for the heavy use. With funding from the Rotary Club the library added a new computer workstation and two scanners. The workstation is equipped with *Microsoft Office* and *Photoshop Elements 2.0*, a program which allows patrons to scan photos or slides, edit photos, and save them onto a computer disk/cd. Some staff computers were also upgraded under the library's Technology Plan.

Collection

Over this past year the collection grew by 3.2 %. With the library nearing full capacity, 6,776 items were added and 4,553 items were discarded. In order for the library to

provide current best sellers and other popular works in demand by patrons, it is necessary to discard materials which are no longer current, useful, or in usable condition due to the constraints of shelving space. Responding to patrons' strong demand for audio materials, the library strengthened the audio collection by increasing the number of items by nearly 12%. The library also added several electronic resources including *Proquest Historical Newspapers*, *LearningExpress Library*, *BookLetters,* and over thirty downloadable E-books from *Libwise*. The children's collection development focused on adding materials on character education, the unexplained, Massachusetts history, and women's history, and strengthening young adult and children's audio book and foreign language audio collection.

Programs

This year the library continued several established program series, offered two new series, and held special events with local authors. In January, the library began a film and discussion series including independent and international award-winning selections from *The Film Movement*. Springtime brought the return of the *Tuesday Night Tempos Music Series* as well as a new series, *The Wonder of Birds*. This year's *Summer Author Focus* centered around Edith Wharton and included lectures by Richard Millington and Elizabeth Von Klemperer of Smith College. The fall's *Over the Mountain* series in partnership with the Monson Free Library delved into New England history and literature and kicked off in Wilbraham with local author Michael White's historical novel, *The Garden of Martyrs*, based on the Daley and Halligan incident on Boston Post Road in Wilbraham in 1806. Also in the fall, the evening book discussion series studied *American Short Stories*. The *Booked for Lunch* discussion group continued to meet monthly and the library hosted visits by authors Phil Steele and Suzanne Strempek Shea. Area artists also continued to display their work through monthly art exhibits in the Brooks Room. The *Annual Friends of the Library Art Reception Tea* was held for the first time this year on a Saturday afternoon and was very well attended. Overall, the library hosted 51 adult programs with 913 attendees.

The children's staff hosted 335 programs in 2004, with a total attendance of 5,725 children and accompanying adults. The regular sessions of *Storytimes*, held in the fall, winter and spring, served over 100 children, from two-year-olds through five-year-olds. Over 500 children participated in the summer reading club, *Explore Other Worlds @ your library*. The library continued the weekly storytimes in the summer club for ages three to five and a Young Adult component to the summer reading for students in grades six to eight. Special events in 2004 included *Scavenger Safari*, book discussion groups, storytimes taped for cable TV, *Cookie Chaos*, *Fall Fest*, *Love to Wok with Norma Chang*, *Caribbean for Kids*, Laura Ingalls Wilder's *Little House* stories, a visit by author Tanuja Desai Hidier, and *T-Bone's Tropical Adventure*. Most of the children's programs are generously funded by the Friends of the Library. The Children's Department also hosted local preschool classes, Girl and Boy Scout troops, and other community groups, providing tours and stories.

Library Staff Changes

Matthew Jaquith started as an Assistant Reference Librarian in August. Matthew assists the public with reference questions and computer use, processes interlibrary loan requests, and is working on a special project to develop the library's collection of music books and CDs.

Volunteers

Volunteers are one of the most valuable assets of the library. In 2004, volunteers gave more than 2,200 hours of their time to support library services. Volunteer activities range from helping take care of the collection to assisting with the bi-annual Friends of the Library Book Sale. The Lower Pioneer Valley Educational Collaborative volunteers work during the school year to provide the library with special activities such as weeding, repairing material, and shelving material. The Teens of Wilbraham Library (TOWL) meet twice a month to plan and host events for teens/children, and participate in service projects within the community.

The Library Trustees and I thank the library staff for their hard work, dedication, and outstanding service. We also thank the many volunteers who generously gave hours of their time to support library services and the many civic groups, businesses, and individuals who contributed their services and donations to the library. Lastly, thank you to the Wilbraham Friends of the Library and the Wilbraham Library Memorial-Endowment Fund for their continued support of library services, programs, and collections, with special thanks to their presidents, Tricia Sherbow and Wally Arcese, respectively.

Christine Bergquist
Library Director

Library Statistics January – December 2004

Total Collection Holdings	83,756
Total circulation	221,726
Registered borrowers	11,048
Number of reference questions	13,816
Outreach materials delivered	2,634
Programs	386
Attendance at programs	6,638
Registered internet users	2,346
Public meetings held in library	128
Volunteers	95
Volunteer hours	2,295
Items added	6,776
Items discarded	4,553
Loans to other libraries	9,708
Loans from other libraries	11,758

Wilbraham Public Access Television

During 2004, Wilbraham Public Access (WPA) Television added to the number and quality of programs produced and broadcast over Channel 5. Restricted only by limited equipment and grant money, the station produced and aired over 150 original programs. WPA volunteers contributed time to shooting and editing programs relating to local themes, such as the *Yoga Bliss, Falcon Football and Cheerleading Highlights,* (getting ready for) *Boy Scout Camp, town and school committee meetings and programs at Wilbraham & Monson Academy.*

Vet's 'n Pets, Fidelco Seeing Eye Dogs were some of the programs produced by the Friends of WPA Kids Summer Workshop, where 13 local students spent a week learning to produce their own cable television shows.

In their continuing effort to support WPA, the members of **The Friends of Public Access Inc**. successfully sponsored a Youth Video Workshop. Attentive to the need to grow membership and to promote WPA programs, the Friends also continued to support a web site: www.wpatv.org where you can see our weekly schedule.

The popular WPA Community Bulletin Boards, were cablecast on Channels 5 and 63, and continued to provide Public Service Announcements about upcoming events sponsored by a variety of community groups, as well as emergency information and weather warnings from the national weather service. At any given time, the WPA Community Bulletin Board on Channel 5 runs an average of 220 text PSAs, and Channel 63 runs fifty announcements of town and state information.

WPA staff and volunteer producers also covered and offered educational, informative, and exciting programs and forums focusing on important community issues relating to federal, state, and town government, schools, senior citizens, public safety, and the environment. They spent many hours working on Hampden-Wilbraham Regional School District productions with local and global themes meant to inform and educate the public, such as the *Superintendent's Round Table* series produced by Paul Gagliarducci, and the Fire Education Saves Lives, a tour of homes in Wilbraham that have suffered fires.

WPA was able to continue an internship program with Western New England College, who aided in production of WPA programs and assisted several community members with production and instruction. We will continue to take college interns to assist in our community outreach.

WPA also continued its working relationship with the Lower Pioneer Valley Educational Collaborative from Minnechaug Regional High School and Longmeadow High School, where training was provided by the station to students and students assisted WPA by working on updating Community Calendar, working on programs and updating the tape library system.

WPA continues to utilize one of the Minnechaug Regional High School satellite dishes in order to cablecast educational programming on Channel 62, 24/7 with Annenberg CPB, which provides educational programming for grades K through 12 as well as programming with credits for teachers' continuing education. The Annenberg Foundation, in partnership with the Corporation for Public Broadcasting, uses media and telecommunications to advance education and in excellence in teaching. Weekly Annenberg CPB (CH. 62) schedules can be obtained on the back of WPA weekly schedules found around town, or at www.learner.org

WPA was awarded a Massachusetts Cultural Council Grant to fund a Stop-Action Animation Workshop for kids in 2005.

WPA continues to program share with other public access stations in the towns of Ludlow, East Longmeadow, and Palmer/Monson as well as stations around the country and world.

WPA's weekly program schedule can also be seen in the news section of the Wilbraham-Hampden Times, which is delivered to homes on Thursdays.

Linda K. Fuller, Chair
Ed Chapman, Vice Chair
Richard Scott, Secretary
Sandra Belcastro
Ben Hogan
Kurt Moore
Tom Nestor
Mary Ripley
Ray Syriac

WPA is open to the public Monday through Friday from 8:30 AM to 4:30 PM.
and is open other times by appointment.
For more information or to tour the studio, please call 599-0940.

CABLE TV ADVISORY COMMITTEE

The Cable Television Advisory Committee reviews the performance of our cable television provider Charter Communications. The Wilbraham Board of Selectmen and the Cable Television Advisory Committee have held public hearings with Charter Communications in regards to: license ascertainment hearings, cable complaint filings by Charter Communications, senior discounts and customer service issues. The committee has started the process of renegotiating a new license with Charter Communications for May, 2007.

Robert Berger
Ronald W. Dowling
Linda K. Fuller
James H. Ross III
Richard C. Scott
Roy Scott
John Stearns

Cultural Council

The Cultural Council grants funds for cultural projects to individuals, organizations, and schools in the Wilbraham community.

For the 2004-05 grant cycle, the council received a $2,200 allocation from the Massachusetts Cultural Council, and used some funds from its reserve account to award nine grants totaling $3,006:

Applicants Funded by the Wilbraham Cultural Council

❖ Atheneum Society of Wilbraham -- Hearse House Remainder Project	$250
❖ Soule Road School -- *Pictures at an Exhibition,* Springfield Symphony Orchestra field trip	$405
❖ Stony Hill School -- *Pictures at an Exhibition,* Springfield Symphony Orchestra field trip	$381
❖ Theatre Guild of Hampden -- *Guys and Dolls* theater production	$200
❖ Western Mass. Arts Alliance -- Arts E-newsletter for Western Mass.	$ 75
❖ Wilbraham Public Access -- Creative Video Animation for Kids	$185
❖ Wilbraham Public Library -- Color Outside the Lines	$450
❖ Wilbraham Public Library -- Marvelous Marionette Medley	$460
❖ Wilbraham Public Library -- Tuesday Night Tempos Music Series	$600

Although state budget cutbacks have severely impacted the allocation of funds to local cultural council initiatives, the Wilbraham council is committed to dispersing these funds to as many of the qualified applicants as possible. Its focus is on applicants that have a direct community benefit and on reaching a large population of the Wilbraham community.

This year the council worked at spreading the word about this valuable town asset so that more individuals, civic and youth groups, and town and school departments are aware of the opportunity to apply for funds for programs in the arts, humanities and interpretive sciences. These grants can support a variety of artistic projects including an after school program, a performance at a community center, an exhibit, a lecture, a festival, or an artist series offered for townspeople. The council also administers Professional Arts Student Series (PASS) program funds, which is a ticket subsidy program for students in grades pre-K through 12 to attend performing arts events and educational tours outside of their schools.

For more information about the council or for an application to apply for funding, visit online at www.masscultualcouncil.org, or contact the council via e-mail Wilbraham@mass-culture.org.

Jennifer Scully, Chairperson
Lucy Pelland, Secretary
Susan Bennett, Treasurer
Delight Rothery
Ivy Ward

Historical Commission

Much change occurred in the Wilbraham Historical Commission in 2004 . Our group is operating with the loss of five of our valued members over this past year. We would like to take this opportunity to express our thanks to Elizabeth Cahill, Anita LaBarbara, Bruce Tingle, Steven Gray, and Richard Howell for their years of service to this commission. We wish them well in their future endeavors. The commission is now looking forward to working with our newest member, Dr. Sherilee Terschner, on our upcoming projects.

This past year, we continued to reorganize our records and archives in order to provide the citizens of Wilbraham better access to, as well as awareness of, our history. Under the Documentary Heritage Grant received by the Wilbraham Public Library, we had the opportunity to work closely with the library and other local historical groups in both Wilbraham and Hampden. This project was very successful and we look forward to continued collaboration with those organizations.

The Historical Commission has continued to monitor and attend public hearings where older structures in town are involved. In 2004, we reviewed many plans for subdivisions to ensure that no areas of historical significance were endangered. One of our biggest priorities has been and will continue to be the fate of the Grange Hall on Main Street.

This coming year will prove to be a busy one for the commission. With the newly passed Community Preservation Act, the Historical Commission will now have an added role, as one of our members must serve on the CPA Commission. We are most excited about our newest collaboration with the Wilbraham Public Library. On May 21, 2005 we will be hosting a self-guided walking tour of historic Main Street structures. It will begin at the Brooks Room in the library. Please watch for future information.

With all the work to do in 2005, we are actively seeking new members! Anyone wishing to become a member, please contact the Selectmen's Office or a member of the Historical Commission in writing at the Town Office Building.

Jennifer Rothschild-Shea, Chairwoman
Carol Albano
Sherilee Terschner

Community Gardens

The Conservation Commission sponsors the Community Garden project. It is located near the intersection of Glendale and Monson Roads, on conservation land formerly known as the "Richmond Chicken Farm." The Community Garden project has been in

operation since 1974 when this conservation tract was acquired. The year 2004 was another excellent year, with 60 gardeners renting plots.

The plots were deep plowed in May and October in an effort to control weeds. The Community Garden is self-supporting and runs a small surplus. Plots are available on a first-come, first-served basis with priority given to returning gardeners. Gardeners are invited to attend the garden meeting held at the Wilbraham Public Library in April. The exact date of the meeting is posted in the local newspaper when it is confirmed.

Garden plots are a very generous 25X50 feet. Renters are provided with ready-to-plant plots and garden tools are available. The official opening is Memorial Day weekend although every effort is made to open as soon as weather permits. The rental cost is $15.00 per plot plus a $5.00 refundable clean-up deposit.

If you are interested in joining the Wilbraham Community Gardens, you may contact the garden coordinator, Mike Mosellen, at 596-8949, for more information.

Hampden-Wilbraham Regional School District

Paul C. Gagliarducci, Ed.D.
Superintendent of Schools

The 2003-2004 school year was an important one for the Hampden-Wilbraham Regional School District. In the district's report, the administrative team members have detailed many activities, programs, and projects that were accomplished during the year. There is a tremendous amount of activity that takes place every day. As I review the reports, I am in awe of all that the staff accomplishes each school year.

As superintendent, I would like to mention a few highlights. First, our students continue to perform well on national and state assessment tests. Whether it be the SAT or MCAS tests, we are proud of how well our students do. This year, for example, Minnechaug had the second highest percentage in Western Massachusetts of students qualifying for the John and Abigail Adams Scholarship Program. This scholarship is based on MCAS scores and enables students to attend any Massachusetts state college or university tuition free.

Secondly, a comprehensive feasibility study regarding the future of Minnechaug Regional High School was completed. A hard-working committee co-chaired by John Lovejoy of Wilbraham and Doug Boyd of Hampden concluded after six months of study to recommend to the School Committee that they pursue the possibility of building a new facility that would address the district's needs for the future.

Third, we saw the newly refurbished and enlarged Green Meadows Elementary School come on line. This beautiful facility has given Hampden ample space for several years to come and truly has enhanced the school environment for student in Pre-K to Grade Four.

Fourth, we witnessed the emergence of a school support group called "Wilbraham Hampden Academic Trust (W.H.A.T.). This group of active townspeople held several fundraising activities, including a dinner dance, a spelling bee, and a golf tournament, to raise funds to support many special school activities. During the year they donated well over $15,000 to support classroom projects not typically funded by the school budget.

Finally, there were a host of accomplishment beyond academics for many of our students, most notably two State Championships – Girls' High School Basketball and Boys' High School Volleyball. In addition, Minnechaug's "As Schools Match Wits Team" took first place, and college placements for the Class of 2004 were outstanding.

To coin a phrase from a popular old tune – "It was a very good year" in the district.

Curriculum
Donna M. Scanlon, Ed.D., Assistant Superintendent
of Curriculum, Instruction and Professional Development

The Hampden-Wilbraham Regional School District has a rich and rigorous core curriculum, as evidenced by students' excellent accomplishments. The curriculum renewal process is ongoing and ensures continuity and consistency in grades Pre-K-12. The allocation of grant and local funds has allowed the district to establish equity in access to appropriate curriculum materials and resources in every classroom. All teachers use these resources to design powerful, standards-based learning opportunities that actively engage students in the learning process.

Strengthening the integration of technology into instruction to improve learning is a high priority. The School Committee approved a plan to improve staffing, infrastructure, equipment, reliability, and professional development so that all students have appropriate access to technology. Research reveals that technology makes learning more interactive, enjoyable, and customizable, and this improves students' attitudes toward the subject and their interest in learning. Our goal is to ensure that students maximize their learning while developing the technology competencies they need for the 21st century.

One explicit student learning goal in HWRSD is to improve writing as a tool for developing thinking and for engaging students in learning. This Pre-K-12 shared focus area provides the opportunity for the entire district to work together as a unit toward one goal. Local and national evidence suggests the need to put writing in its proper focus. As stated in "The Neglected R: The Need for a Writing Revolution," a report by the National Commission on Writing (2003), "...facility with writing opens students up to the pleasure of exercising their minds in ways that grinding on facts, details, and information never will. More than a way of knowing, writing is an act of discovery." National Assessment of Education Progress findings indicate that most students have mastered writing basics, but few are able to create precise, engaging, and coherent prose. This information substantiates the need to make writing across the curriculum a focus area for professional and curriculum development.

Curriculum, instruction, and assessment must meet the educational needs of all students and result in steadily improving student achievement. Accomplishing this requires that:

- Effective short-term intervention or long-term support is provided to all students who need it.
- Consistent core materials are available in every classroom.
- Current research based instructional practices for diverse learners are implemented in every classroom.
- Systems that assist in the continuous monitoring of student progress toward meeting the state and local benchmarks are implemented.
- Systematic, long-term, intensive, professional development is provided with in-classroom support as needed.

➢ Instructional technology is fully supported and consistently utilized.

These needs guide the planning process and the allocation of resources in the district.

HWRSD Academic Performance
Donna M. Scanlon, Ed.D., Assistant Superintendent
of Curriculum, Instruction and Professional Development

Since its inception in 1998, the Massachusetts Comprehensive Assessment System (MCAS) has increasingly become a major source of information with regard to student achievement, curriculum evaluation, and diagnosis of individual student strengths and weaknesses.

The chart below displays the percentage of HWRSD students who scored at the Advanced or Proficient level in 2002, 2003, and 2004. State results are provided as a frame of reference for comparison.

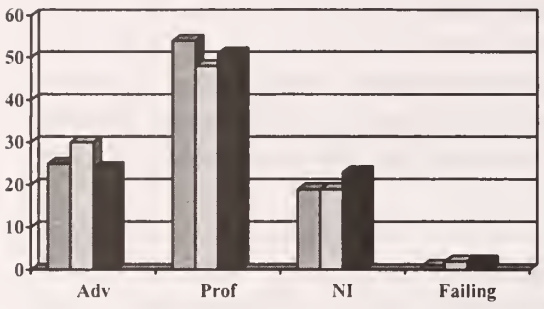
MCAS	HWRSD Results: Percent of Students Scoring *Advanced/Proficient*			State Results: Percent of Students Scoring *Advanced/Proficient*		
	2002	2003	2004	2002	2003	2004
Grade 3 Reading	85%	87%	77%	67%	63%	63%
Grade 4 English Language Arts	71%	64%	75%	54%	55%	56%
Grade 4 Mathematics	50%	56%	58%	39%	40%	42%
Grade 5 Science & Engineering/Tech	N/A	70%	76%	N/A	51%	55%
Grade 6 Mathematics	62%	65%	59%	41%	42%	42%
Grade 7 English Language Arts	77%	77%	83%	64%	65%	68%
Grade 8 Mathematics	39%	56%	54%	34%	37%	39%
Grade 8 Science & Engineering/Tech	N/A	62%	51%	N/A	32%	33%
Grade 10 English Language Arts	78%	77%	75%	59%	61%	52%
Grade 10 Mathematics	66%	65%	70%	44%	51%	57%

Members of the graduating class of Minnechaug are required to pass both the grade ten English Language Arts and the grade ten Mathematics MCAS tests as one condition for receiving a high school diploma. It is important to note that:

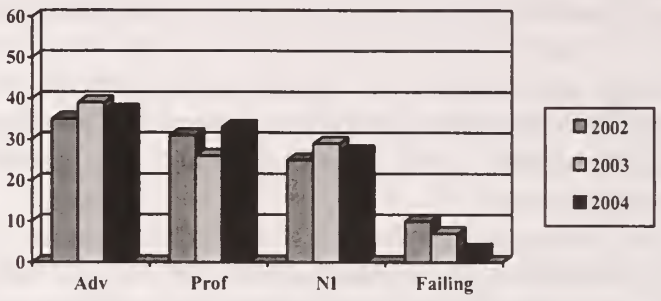
- The percentage of tenth grade students who scored at the Failing level in English Language Arts has decreased from 23% to 2% since spring of 2000.

- The percentage of tenth grade students who scored at the Failing level in Mathematics has decreased from 36% to 3% since spring of 2000.

The charts below show the degree of improvement in performance at the Advanced, Proficient, Needs Improvement, and Failing levels at grade ten from 2002 to 2004.



Grade 10 English Language Arts



Grade 10 Mathematics

The state testing system has been evolving continuously for the past seven years. By 2006, the MCAS program will test all third through eighth grade children in reading and mathematics every year. This change is required by the "No Child Left Behind Act," which was signed by President Bush in January 2002. Other subjects will continue to be tested in the targeted grades.

In order for students to be appropriately prepared for MCAS and its high stakes, as well as for multiple career and educational options in the 21st century, it is essential that teachers, administrators, parents, community, and students work together knowledgeably over the long term. Fortunately, the necessary partnerships in the district are vigorous and effective, with a shared commitment to continuous improvement at all levels.

SAT Accomplishments
Carolyn Lewis, MRHS Guidance Director

Verbal	2003-2004 Comparison of SAT Averages	Math
529	Minnechaug	550
518	Massachusetts	523
508	National	518

The graduates of the Class of 2004 at Minnechaug Regional High School represent a group of academically accomplished students. About 90% of this class was accepted at and attended post-secondary institutions of higher education. Of these students, 70% enrolled in four-year colleges and 20% attended public and private two-year colleges.

Many of these students are attending highly competitive colleges and universities including: Barnard College, Boston University, Brandeis University, Brown University,

Bryn Mawr College, Bucknell University, Colby College, Cornell University, Dartmouth College, George Washington University, Harvard University, Massachusetts Maritime Academy, Middlebury College, Northeastern University, Smith College, Stonehill College, United States Naval Academy, University of Notre Dame, University of Pennsylvania (Wharton School of Business), and Vassar College.

Mile Tree Elementary School
Lynne Kimball, Principal

Mile Tree Elementary School's faculty, students, and parents are focusing on this year's theme "Reaching Out To Others." Rarely a day goes by without some ongoing activities supporting this theme. Just to highlight a few:

- Mystery readers from throughout the community delight our students with surprise visits to read favorite books.
- Several interns from MRHS assist in classrooms and many area college students are completing their practicum teaching requirements at Mile Tree School.
- Our very active PTO has sponsored many interactive assemblies, math and science nights, "Anything Goes" nights, roller skating parties, holiday craft activities, Life Care Center visits, monthly guesstimate contests to support our Investigations Math program, Saturday pancake breakfast, family fun walks, and field trips at all grade levels.
- Over 480 pounds of food was donated to the Community Survival Center as part of the "Food for Kids from Kids" program
- Students collected $1,000 in pennies for the Indian Pines Elementary School in Lakeworth, FL whose school was damaged by hurricanes

Mile Tree School Council developed a School Improvement Plan which focused on three goals:

1. To promote writing across the district.
2. To continue the National Association for the Education of Young Children Accreditation Process.
3. To create a safe, positive school climate to enhance students' social and emotional well-being.

Mile Tree Elementary School parents, teachers, and children work together. Our teachers spend countless hours preparing their classrooms and lessons and networking with parents. Our paraprofessionals are always busy preparing materials and assisting children. Our secretaries update records and files, answer countless phone calls, and provide correspondence to keep everyone informed. Check out our building, which is always shiny and sparkling, compliments of our custodial staff. Our cafeteria staff has created new menus and presentations for students and staff. We welcome parent and guardian involvement and encourage them to have lunch with the children, volunteer in classrooms, and take part in all school events. We couldn't accomplish what we do without everyone being part of our theme, "Reaching Out To Others."

Green Meadows Elementary School
Deborah Thompson, Principal

For Green Meadows Elementary School, 2004 was an exciting year! The building project that began nearly two years ago was essentially completed in December. Students, teachers and parents have enjoyed using the wonderful new areas of the school, and the town Recreation Department began using the new gym for basketball. It is a pleasure to see the community using the wonderful new facilities at Green Meadows!

Students have been enjoying the new Library/Media Center. The 24-station computer lab is available to all classes for large group instruction. In addition, the faculty has taken advantage of our 24 wireless laptop stations so that instruction and use of the Internet can be accomplished right in the classroom. The district's Library Coordinator did an excellent job setting up the new library. It is fully automated which allows books to be scanned for easy tracking. Students have learned how to use the computer-based card catalog for locating books on various topics. We would like to extend our thanks to the Hampden Free Public Library for their wonderful support during our renovations. Director Ellen Bump was instrumental in arranging a schedule for all Green Meadows classes to visit the library during construction. Classes will continue to go to the public library throughout the year to promote its use by our students.

Volunteerism and community service are important aspects of our school community. We are lucky to have such dedicated and committed volunteers who spend a great deal of time helping out within the school. They work in classrooms assisting teachers throughout the day, help with copying tasks and working with the nurse to provide fluoride treatments to our students. Our student body also learns the importance of community outreach with several community service projects. Early in the fall students and their families contributed canned goods to the Salvation Army. During the holidays students did acts of kindness that were then turned into toys for needy children by Hasbro Corporation. We also celebrate our sense of community by coming together several times throughout the year to celebrate special days and events at school assemblies.

The school theme for the past two years has been *Construction Now, Instruction Always*. The students at Green Meadows enjoyed the experience of watching the building being transformed into the wonderful facility it is today. Although the construction could sometimes make our days unpredictable, the real-life learning that the students experienced will be long remembered. We wish to thank the Hampden community for its support for the building project.

Memorial Elementary School
Deborah Thompson, Principal (through summer 2004)
Marguerite Myers-Killeen, Principal (beginning fall 2004)

From Principal Deborah Thompson: In the spring of 2004, Memorial Elementary School students and teachers participated in a school-wide literacy project about the history of Quabbin Reservoir. The purpose of this unit was to expose all the students to the wonderful local history of Quabbin by tying it to the Massachusetts Curriculum Frameworks of Reading, Math, Science and Social Studies. In addition, this unit fostered cross-grade level activities, school-wide events, and a sense of community.

Students in grades two and three read the book Letting Swift River Go by Jane Yolen, and the students in the upper grades read Someday by Jackie French Koller. Clif Read, head warden at Quabbin, visited Memorial School on several occasions to speak to all students about the history and science of watershed development in Massachusetts. In March, Jackie French Koller spoke to all students about the process of becoming a writer and her motivation and research for writing Someday.

Our culminating event in June was that every grade level visited Quabbin Reservoir. Clif Read guided us around the Visitor Center and we hiked around the reservoir learning the history of Dana, Prescott, Enfield and Greenwich. It was a memorable experience for all!

From Principal Marguerite Myers-Killeen: At the end of July, 2004, I was proud to accept the position as the principal of Memorial Elementary School. Although I was not able to fully assume leadership of my new school until October 1st, I immediately began working with Mrs. Thompson to learn all I could about the Memorial community. My first challenge at the beginning of October was to get to know the students, families and staff. To help in this endeavor, I spent time visiting all the classrooms, reading to the students, and joining them for lunch and recess. I continue to spend time with students as much as possible.

At the end of November, we introduced our school-wide community service project of collecting non-perishable food items for the Community Survival Center. In December at our "Giving Tree" assembly, we proudly presented our donation of 755 pounds of food to the director of this organization.

Also at the end of November, I introduced the new motto for Memorial School which is *"Never hurt anyone on the inside or the outside"* along with our school song which elaborates on these words, and we are trying our best to make these words a part of our everyday lives.

My goals for the new year are to further strengthen the sense of community which exists at Memorial Elementary School and to continue to make Memorial Elementary School a great place for our children to grow and learn!

Soule Road Elementary School
Rosemary Brosnan, Principal

Soule Road Elementary School serves 378 students in grades Pre-K, two through six. Dedicated staff members collaborate to provide the highest quality educational experience for all of the Soule Road School students.

The mission of the Soule Road School community will be to provide the best possible education available to its students. With this in mind, the Soule Road School Council developed the School Improvement Plan. The plan's goals ensure that our education environment is a place where all students thrive and achieve to the best of their abilities. The goals are:

1. To promote writing across the curriculum.

2. To use technology to enhance the learning experience.

3. To promote social awareness

The programs and activities from the writing, technology, and social awareness goals provide numerous opportunities to enhance student performance in all areas. As they develop their diverse potentials, students will be encouraged to become capable problem solvers, able to cope with, and adapt to, the ever-changing world about them.

At Soule Road Elementary School, 2004 was a very exciting year for students. Some of the highlights from the past year were: In January, 23 students nominated by their classmates received the "Peaceful and Kind Student Awards" because they personified the qualities of courage and non-violence echoed by Dr. Martin Luther King, Jr. In February the staff presented the play "Sir Bookworm." Dr. Seuss' 100th birthday was celebrated in March with a special assembly with Daisy the Pig and Farmer Minor. The PTO's second annual ***Souleto Festival 2004*** was held in May and highlighted student's artwork, photography, poetry, short stories, instrumental & dance performances and drama selections. "Retro Bill," the official D.A.R.E. Safety Buddy, visited the district's schools in September and spoke about child safety and self esteem. In October the Soule Road and Thornton Burgess schools were recipients of a $47,120 competitive grant from the Executive Office of Public Safety, which made it possible for Soule Road to continue to implement the Second Step Program and to offer an after-school component, *Peers Making Peace*. Toward the end of the year, the PTO-funded mural project began with "Artist in Residence" Susan Boss, and art teacher Carol Gauthier collaborating and incorporating student artwork depicting the two themes of community and seasons in the large mural. And finally, the Technology Committee sponsored their third annual raffle. Proceeds have enabled this committee to purchase computers, printers, Accelerated Math scanners, computer supplies and software programs for the classrooms and computer lab.

Stony Hill Elementary School
Rebecca S. DeSmith, Interim Principal

Through implementation of its School Improvement Plan, Stony Hill Elementary School has partnered with the local community to provide students with opportunities to see themselves as part of something bigger. One of the school's goals is to increase opportunities for students to learn from real life experiences within the school day. In 2004, students in grades two, three and four were part of Junior Achievement Program, where they learned basic tenets of business management, marketing and global economic issues appropriate to the grade level. Stony Hill also partnered with Country Bank to initiate what has become a very successful banking program with over 100 students starting a savings program and enthusiastically bringing their passbooks to school to record their savings.

Also in keeping with providing students with insights into community life, Stony Hill sponsored Career Day with members of the community visiting the school and offering presentations on specific careers. Represented were members of the police and fire departments, the medical field, human services, local businesses and town administrators. Our students learned about the contributions these people make to life in and around Wilbraham.

The sixth grade students again became "breakfast partners" as they worked alongside Stony Hill cafeteria workers and the Wilbraham Senior Center to provide a holiday breakfast to senior guests. This program gave these students experience in leadership and service to the community.

Stony Hill continues to join with the district on the major initiative to increase writing skills across the curriculum. Every teacher has been trained at some level with the Collins Writing Program. Regular assessment of the implementation of the program helps maintain the focus of this important initiative and helps our students see the correlation between writing and learning in all subjects of the curriculum.

Our schools belong to our communities, and when community-school partnerships are encouraged and supported, they are sustained. Stony Hill is doing its part in making our school accessible to all who are stakeholders of education. We are proud of the learning taking place at Stony Hill and proud to share our goals with the community.

Thornton W. Burgess Middle School
Noel Pixley, Principal

Thornton W. Burgess Middle School's School Improvement Plan focused on four strategic goals for the 2003-2004 school year. Improving academic growth in the areas of math and language arts continued to be a major focus. In addition, the school improvement goals continued to address the need to promote a safe school environment for staff and students, while improving the overall school climate. Preparing students for the MCAS, and the increasing challenges that they face as they

progress through each grade level, continued to be a focus for all staff. We are pleased to report that due to the improvement in student performance demonstrated by our 2003 MCAS scores in English Language Arts and Mathematics, Thornton Burgess School students are among the top performers in Western Massachusetts in both categories. According to our 2003 mid-cycle AYP report, students are performing on target to above target in all areas. Teachers and administrators at Thornton Burgess School continued to be actively involved in various grade level study groups and became immersed in curriculum review, curriculum mapping and various other professional development activities.

For the third year in a row, the staff made the unanimous commitment to continue participation with the "Foundation for Excellent Schools" (FES). During the 2003-2004 school year, each grade level team established an FES initiative that created enriching opportunities for all of our students. These initiatives included: Grade Four -- a math fair for all students; Grade Five -- students prepared for the National Geographic Geography Bee; Grade Six -- students established a pen pal program with West Springfield Middle School to strengthen writing skills; Grade Seven – students mentored fourth grade students in Language Arts classes and students enrolled in the Critical Reading and Writing Skills classes participated in an "Early Awareness Day" at Westfield State College where they learned about college life and opportunities that will be available to them in the future; and Grade Eight -- selected students were trained in leadership skills at American International College and a leadership club was established with goals formulated to improve the overall school climate. Many thanks to Springfield College, American International College, Smith College, and Westfield State College, all of whom volunteered to be our FES partners.

Also during the 2003-2004 school year, the exterior of Thornton Burgess Middle School underwent significant changes. As outlined in the School Council's "beautification proposal," old trees were replaced with new plantings, and the stonewall structures at the front entrance of the building were downsized for safety considerations. A new school sign will be constructed at the entrance of the parking lot signifying the final phase of this project. Many thanks to the following people for donating either the time, resources or funding to make this beautification project a success: Hampden Highway Department, Billy Bond Excavating, Hampden Lions Club, Hampden Nurseries, Hampden PTO, and HWRSD Maintenance Dept.

As in the past, the administration and faculty would like to recognize the parents, PTO, and VIPS for their continued support. Through their remarkable and continued support, the school is able to offer meaningful field trips and in-schools programs. Volunteers provided by these groups help in countless ways throughout the school year.

Wilbraham Middle School
Barbara Lukis, Principal

Wilbraham Middle School has had the involvement of many of our parents through the PTA and School Council. Our parent volunteers have aided our school in a variety of

ways. We have had two groups of parents who gave up their weekend(s) to paint the cafeteria and the band room. Parents volunteered to help with our magazine drive. The profit from this drive enables the PTA to offer such programs as the Camfel Production on respect, which is one of our core values, and programs from the Boston Science Museum. Another parent volunteer donates her time to co-chair our Student Advisory Board whose purpose is to bring concerns to the administration from the students. Other volunteers gave talks during lunch on nutrition and the value of eating the right foods. The PTA organized a very successful Career Day with more than 30 volunteers sharing insight about their various jobs. During International Week the Foreign Language teachers worked with volunteers to organize a week of foods from different countries and some international students visited the school to share their culture.

Our students gave of their time and money to raise funds for Camp Sunshine, which provides a camp experience for children with cancer and their families. This year our students raised money for the troops by buying phone cards so that the men and women serving our country overseas would be able to talk to their loved ones. Our students also provided food to the Food Pantry during the holidays.

Minnechaug Regional High School
John K. Logan, Principal

Minnechaug Regional High School continues to excel in the academic, social, and physical education of its students. The faculty and administration remain firmly committed to the school's mission of "striving to prepare students to be responsible, creative, and productive world citizens who can live and work in a global society. Family, school, citizenry, and business actively participate in student development. A comprehensive educational approach blends the traditional and the innovative in all areas, directing students toward the productive use of information in a technological age. The school environment fosters respect for the dignity and self-worth of each individual and encourages the development of values of honesty and integrity." The following reports from the various departments highlight just some of the commendable educational activities offered at the high school.

English: The department offers skills-based courses freshman and sophomore year and a broad range of courses for juniors and seniors. The junior and senior courses are designed to build on the skills taught the first two years. These courses include Advanced Placement (AP) English, Shakespeare plays, Blues and Literature, and American Literature. Our AP students continue to do well in the AP exams with over 75% of the students receiving a grade of four or five on the exam. The MCAS scores are also exceptional with a passing rate of over 98%. Notable awards include the National Council of Teachers of English Achievement in Writing, a prestigious writing award from Scholastic Magazine, and various awards for our literary magazine and newspaper

Family and Consumer Sciences: During the year interdepartmental activities took place with the Technology Department to provide baking demonstration videos for the

town cable access channel and with the Foreign Language Department for a Mexican feast featuring cultural and language lessons. The Child Study classes continue to document direct contact hours for students seeking licensing by the Office of Child Care Services.

Fine Arts: Over 700 students were involved in MRHS Fine Arts Department courses during the school year. Six dedicated music and art teachers designed and instructed the 22 courses that make up the Fine Arts program. Art offered 11 courses that provided opportunities and experience in a myriad of art forms and techniques, and a number of students were honored with BOSTON GLOBE Scholastic Art Awards. Music courses were offered to nearly 400 music students in 11 courses. Minnechaug's three choirs had 120 participants, and the three bands grew to 180 strong. Intense fund-raising provided a financial base for marching band uniforms, culminating in a terrific concert starring music legend Gene Pitney. MRHS musicians were well represented at the Western District, Quabbin Valley, Plymouth State, and All-State Music Festivals.

Foreign Language: All language department teachers, both from the middle schools and the high school, had an active year discussing first-year language course curriculums and the FLARE program. Latin students participated in a field trip to the Worcester Art Museum, French students visited the Museum of Fine Arts in Boston, some French students voluntarily took the National French exam, Latin students participated in the National Latin exam, and select Spanish students participated in the Massachusetts Foreign Language Association 2004 Essay Contest.

History and Social Science: This department was active throughout the year with its display case, guest speakers, and curriculum development. Teachers and students participated in programs dealing with the Pocumtuck Valley Memorial Association, the Iraq War, Media Fest, the Phi Alpha Theta State Historical Conference, Model U.N., Model Congress, and Mock Law. The Senior Seminar class spent a Saturday working with archeologist Dr. John Patrollo and the Hampden Historical Society on an archeological dig at Old Cemetery. In addition, the department spent the year preparing to shift curriculum offerings to align with the new History and Social Science Frameworks.

Mathematics: The department continuously works to enhance curriculum and this year developed new curriculum time lines for several courses. Based on student need, the Carnegie Cognitive Tutor for Algebra 2 was purchased and successfully implemented. In order to improve MCAS scores at the intermediate level, this curriculum was also enhanced by the use of the Carnegie Cognitive Tutor. In addition, all new teachers were trained on the "Tutor" and are ready to assume responsibility for its use in their teaching. Accelerated Math was purchased and is now used as a supplement to our level one program for those students who may be experiencing difficulties with fundamental skills. The use of graphing calculators has increased as more teachers have been trained in its use as a teaching device. Special recognition was given to five students from the Math Department for their scores on the American High School Mathematics Competition. This was the first time in a number of years that MRHS students made it past the first level.

Physical Education/Health: The department continued to update curriculum guides and manuals, which are invaluable reference materials for new teachers. Two new activities were incorporated into the existing curriculum - orienteering and a walking-for-fitness unit. Guest speakers augmented classroom instruction in the areas of alcohol and substance abuse, tobacco, fire safety, human sexuality, and sportsmanship.

Science: For the first time the Science Department will offer AP Physics. The Science Olympiad Team placed first in Western Massachusetts and eighth in the state. The Environmental Team placed seventh in the state, and a Chemistry Olympiad Team was organized. Sabra Dickson's article entitled, "Using a Biology Portfolio," was published in the November/December issue of the "American Biology Teacher".

Technical Education, Computers, and Business: These three combined departments continue to present a diverse offering of technical, applied, and fine art classes at many levels in several subject areas. Of particular interest in the past year: computer students in Nancy Dugre's class took first place at the Western New England College Programming Contest; two students in Richard Scott's graphic class won Honorable Mention Awards for their stop-action video animations at a film festival and Diane Jeserski's Entrepreneurship class took third place and an honorary mention in the annual Springfield Technical Community College's Business Plan Competition. New teacher Bob Melnik is exploring different ways to teach Engineering and Design and visited the Electrathon competition for a possible future entry by Minnechaug. Department Chairman Dan Balser, Nancy Dugre, and Richard Scott are spearheading the effort to bring Virtual Classrooms to Minnechaug through a joint effort with WNEC.

Interscholastic Athletics: Throughout the year, Minnechaug's student-athletes competed and excelled in 30 athletic offerings. State championships in Girls' Basketball and Boys' Volleyball were testaments to this very competitive and diverse athletic program. Academic excellence continued to accompany athletic success. Virtually every team, at every level, received the Massachusetts Interscholastic Athletic Association's Academic Excellence Award, recognizing the teams' grade point average. Sportsmanship and a winning tradition were at the core of Minnechaug's very well respected, comprehensive and successful program.

Guidance Department: The department continues to offer a variety of programs to serve students and their parents. Services include: guidance brochure, "welcome" telephone call to all freshmen, workshop on writing college essays, college financial aid night, college night for juniors and their parents, follow-up program for seniors and their parents, orientation program for eighth grade students and their parents, reception for transfer students, "Coffee with Counselors" morning, prep sessions and practice tests for SAT's, SAT 1, SAT II, ACT, PSAT, and A/P exams, which are administered at Minnechaug. The internship program for seniors continues to grow, and the Tech Prep program has expanded and provides excellent opportunities for students. The counselors meet with their students to assist in developing course schedules, making

career and college choices, and dealing with personal issues. Counselors also work with students through the Developmental Guidance program.

Student Activities: Members of the 44 co-curricular student activity programs had another exceptional year. The As Schools Match Wits Team, Chess Club, FBLA, Technology Honor Society, Mock Law, Model UN, Science Olympiad, and SMOKE SIGNAL won group or individual first-place awards. Other teams excelling in championship play included the Environmental Team, Falcon Yearbook, Investment Club, Mathletes, Model Congress, One Act Plays, and more. The various groups donated thousands of hours of volunteer time and thousands of dollars to the greater community. The department also assisted six classes with their reunion planning. At the Evening of Recognition, 206 students were recognized for service, scholarship, and academics. In June, 271 seniors graduated, with most participating in the Prom, High Meadow Day, Graduation, and the Ultimate Party, which is hosted by a volunteer parent group. We thank the many community members and businesses that worked with our groups and contributed so much to our success!

Media Center: During the year the Media Center added a number of new titles to its reference, non-fiction, and fiction resources, continuing the process of updating the print collection with materials that link to the curriculum. In addition, a new online research database was purchased, enabling students to have greater access to information both in school and at home. More than 950 classes visited the Media Center during the course of the school year and another 8,000 students came on an individual basis. More than $500 was raised for books through the collection of empty printer cartridges for recycling.

Student Services Department
Thomas Philpott, Director

Student Services comprises special education and related services such as speech therapy, occupational therapy, physical therapy, assistive technology, and school adjustment counseling. Over 700 students with various disabilities benefit from these services that are designed to promote effective academic and social progress.

The Student Services Department is also responsible for the assessment of over 300 students each year to determine the existence of an educational disability, and if a disability is found, whether or not it inhibits the academic progression of the student in the general education program. If a student is found to have an educational disability, a continuum of service interventions is available to provide the student the most effective support possible in the least intrusive manner. These services range from consultation and monitoring to partial placement in a resource room to full-time placement in a specialized district program or, in a small percentage of cases, placement in a collaborative or private school.

Federal and state grants have allowed the expansion of the assistive technology resources, creating an important link between the disabled student and his or her ability

to access the general curriculum. These grants have also funded workshops and consultation services to district professional and paraprofessional staff in order to develop a better understanding of the impact educational disabilities have on a student's learning capability. A state grant has continued to support an Autism Specialist who is able to develop programming that will enhance our ability to work with such students within the district, thus reducing our dependence on costly out-of-district programs and consultants.

Central to the goal of ensuring that all students make appropriate academic and social progress is the close cooperation between regular education and special education administrators, teachers, and paraprofessionals. Regular education initiatives such as the Student/Teacher Assistance Team (S/TAT) and the District Curriculum Accommodation Plan (DCAP) are expanding the continuum of services the district is able to provide to students with diverse learning needs.

Poppy Nelson, RN, BSN, NCSN
Nurse Leader

The nurses of the district continued to provide quality healthcare and health promotion during the school year with 14,678 students given first aid, 18,653 illness assessments completed, 14,970 student medications administered, and 5,627 parent phone calls and meetings accomplished. Overall, there were 49,619 student health clinic visits during the school year. The nurses also gave the Hepatitis B vaccine three-part series and flu shots to district employees, as requested.

Through a generous donation from Lori Russell and the Ed Russell Memorial Heart-Safe Fund, all schools in the district have an automated external defibrillator (AED) in their building. Gagliarducci Construction Company also donated an AED to the Athletic Department at Minnechaug. Thank you so much to these caring "angels." Some faculty and staff in each school have been CPR/AED trained through the Wilbraham Fire Department, American Heart Association, and Joe Kellner. This will be an ongoing process.

The Massachusetts Department of Public Health again sponsored the Fluoride Mouthrinse Program. This year we increased our children served to all first and second graders in the District. Thank you again to the parent volunteers as we couldn't do it without them.

We participated in the Massachusetts "Student Asthma Surveillance Summary" in Kindergarten through Grade Eight. We found that 7.8% of our students in those grades report being treated for asthma compared to the estimated statewide average of 9.2%.

The Nurse Leader continued to work closely with the Community Health Network Area of Greater Springfield, the Mass. Department of Public Health, and Wilbraham's Public Health Nurse Claudia Considine, RN, on many issues including emergency preparedness.

Once again, the nurses thank Marge Trimble, Betty Worthington, and the members of the Wilbraham Women's Club for volunteering to test the vision and hearing of hundreds of our children from pre-school through tenth grade.

Adult Community Education and Recreation

Ned Doyle, Director

The Adult Community Education and Recreation Program, "New Beginnings," continues to provide the communities with diverse enrichment opportunities. In 2004, well over 2,000 participants enjoyed the program offerings and feedback was extremely positive. The 2004 "Summer Programs 'R' You," serving the youth of the communities, was once again, the most popular program. However, the numerous spring and fall adult offerings were also well attended and afforded participants excellent enrichment opportunities. The "New Beginning" program anticipates a very bright future, as it continues to meet the needs of the community.

School Councils

The Hampden-Wilbraham Regional School District wishes to acknowledge the effectiveness of the School Councils and to thank them for volunteering their personal time to pursue a commitment to the education of our young people. We would also like the community to recognize the services rendered by these parents and citizens of the HWRSD. The School Councils for were:

MILE TREE ELEMENTARY SCHOOL
Lynne Kimball, Principal
Amy Basile
Patricia Boylan
Beth Cebula
Ginny McKeon
Pam Pearson
Martha Ross
Denise Salerno

GREEN MEADOWS ELEMENTARY SCHOOL
T. Jeffrey Sullivan, Principal
Kate Asher
Pam Hayes
Rick Moriarty
Tina Murphy
Heidi Schwendenmann
Suzanne Simons
Mary Ellen Shea
Nancy Thompson

MEMORIAL ELEMENTARY SCHOOL
Deborah Thompson, Principal
Jeff Jones
Susan Medeiros
Pat O'Connor
Kim Saso
Gail Smead
Sharon Tellier
Lisa Vartanian
Dennis Young

SOULE ROAD ELEMENTARY SCHOOL
Rosemary Brosnan, Principal
Susan Cary-Borysyk
Andrew Cohen
Meg Cyr
Stephanie Harju
Betty Howarth
Cathy Mahoney
Tom Moran
Karen Rossi
Missy Taft

STONY HILL ELEMENTARY SCHOOL

Eleanor Fernands, Principal
Judy Farrar
Stacy Gilmour
Mary Beth Laliberte
Shawn Lawrence
Nan O'Connor
Mary Beth Laliberte
Nan O'Connor

THORNTON W. BURGESS MIDDLE SCHOOL

Noel Pixley, Principal
Mary Argenio
Diane Baron
Donna Benoit
Marilyn Berrett
Bonnie Howell
Phyllis Hultstrom
Wendi Obuchowski
Andrea Tarczynski
Catherine Zawrotny

WILBRAHAM MIDDLE SCHOOL

Barbara L. Lukis, Principal
Carole Alderman
Christopher Eagan
Kevin Fogarty
Ellen Murphy-Mancini
Nikki Nadeau
Audra Quintin
Debra Vartanian

MINNECHAUG REGIONAL HIGH SCHOOL

John K. Logan, Principal
Patricia Casey
Elizabeth Contant
Patricia Gordon
Wilbur Jenkins
Clifton Johnson
Meredith Malysz
Gary Manuel
Patricia Pastoreck
Linda Pickreign
Sarah Petzold
Susan Raimer
Jane Robinson
Gregory Schmutte

Retirements, 2003-2005 School Year:

Susan M. Agnew, Wilbraham Middle School
Joan L. DeNucci, Stony Hill Elementary School
Eleanor F. Fernands, Stony Hill Elementary School
James E. Girotti, Minnechaug Regional High School
Martin A. Kibbe, Minnechaug Regional High School
Patricia A. Metzger, Hampden-Wilbraham Regional School District
John S. Przybylowicz, Jr., Minnechaug Regional High School
Richard Scortino, Hampden-Wilbraham Regional School District
Robert A. Silva, Minnechaug Regional High School
Richard A. Studeny, Wilbraham Middle School
Thomas J. Sullivan, Green Meadows Elementary School
Andrew J. Whalen, Minnechaug Regional High School

School Committee

Through May 2004
Mary Anne Morris, Chairperson
Peter T. Salerno, Vice Chairperson
William Bickley, Jr.
Scott R. Chapman
Marianne Desmond
Lois R. Megliola
Gilles Turcotte

As of May 2004
Peter T. Salerno, Chairperson
Scott R. Chapman, Vice Chairperson
William Bickley, Jr.
D. John McCarthy
Marianne Desmond
Mary Anne Morris
Gilles Turcotte

Five-Year Enrollment History

	1999 – 2000			2000 – 2001			2001 - 2002			2002 - 2003			2003 - 2004		
Grade	H	W	T	H	W	T	H	W	T	H	W	T	H	W	T
K	50	144	194	63	193	256	61	180	241	59	179	238	58	161	219
P-1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1	67	177	244	59	176	235	65	210	275	65	192	257	65	180	245
2	57	175	232	66	179	245	62	189	251	71	201	272	62	191	253
3	91	213	304	64	185	249	63	184	247	58	197	255	66	202	268
4	72	204	276	96	217	313	64	195	259	68	184	252	71	209	280
5	72	240	312	75	210	285	95	229	324	64	205	269	61	200	261
6	82	213	295	80	244	324	80	216	296	93	232	325	68	205	273
7	84	216	300	88	221	309	76	251	327	83	217	300	66	219	286
8	64	217	281	88	219	307	88	227	315	79	251	330	95	232	326
9	89	245	334	60	192	252	87	243	330	96	233	329	81	257	338
10	73	209	282	77	200	277	66	222	288	88	240	328	86	254	340
11	63	190	253	82	231	313	72	218	290	59	207	266	79	224	303
12	69	182	251	68	229	313	79	208	287	79	218	297	81	222	303
Other			88			85			87			72			79
TOTAL	933	2625	3646	966	2696	3747	958	2772	3817	962	2756	3790	939	2756	3774

2004 Directory of Schools

Mile Tree Elementary School (Grades Pre K – 1)
Lynne Kimball, Principal
625 Main Street, Wilbraham, MA 01095 – Telephone (413) 596-6921
School Hours: 8:30 a.m. to 2:40 p.m.

Green Meadows Elementary School (Grades Pre K – 3)
T. Jeffrey Sullivan, Principal *(retired)*/Deborah Thompson, Principal *(as of 8-30-04)*
38 North Road, Hampden, MA 01036 – Telephone (413) 566-3263
School Hours: 8:30 a.m. to 2:45 p.m.

Memorial Elementary School (Grades 2 – 6)
Deborah Thompson, Principal/Marguerite Myers-Killeen, Principal *(as of 10-1-04)*
310 Main Street, Wilbraham, MA 01095 – Telephone (413) 596-6821
School Hours: 8:30 a.m. to 2:45 p.m.

Soule Road Elementary School (Grades 2 – 6)
Rosemary Brosnan, Principal
300 Soule Road, Wilbraham, MA 01095 – Telephone (413) 596-9311
School Hours: 8:30 a.m. to 2:45 p.m.

Stony Hill School (Grades 2 – 6)
Eleanor Fernands, Principal/Rebecca DeSmith, Interim Principal *(as of 11-1-04)*
675 Stony Hill Road, Wilbraham, MA 01095 – Telephone (413) 599-1950
School Hours: 8:30 a.m. to 2:45 p.m.

Thornton W. Burgess Middle School (Grades 4 – 8)
Noel Pixley, Principal
85 Wilbraham Road, Hampden, MA 01036 – Telephone (413) 566-8950
School Hours: 7:40 a.m. to 2:00 p.m.

Wilbraham Middle School (Grades 7 – 8)
Barbara Lukis, Principal
466 Stony Hill Road, Wilbraham, MA 01095 – Telephone ((413)) 596-9061
School Hours: 7:40 a.m. to 2:00 p.m.

Minnechaug Regional High School (Grades 9 –12)
John K. Logan, Jr., Principal
612 Main Street, Wilbraham, MA 01095 – Telephone (413) 596-9011
School Hours: 7:40 a.m. to 2:10 p.m.

Superintendent's Office
Paul C. Gagliarducci, Ed.D., Superintendent of Schools
621 Main Street, Wilbraham, MA 01095 – Telephone (413) 596-3884
Hours: 8:00 a.m. to 4:00 p.m.

WILBRAHAM & MONSON ACADEMY

Wilbraham & Monson Academy began its 201st year by welcoming 320 students who have come from 13 states and eight different countries to live and learn together. Among the day students, 56 are from Wilbraham. Enrollment in the Blake Middle School is 55 students.

Mr. Rodney LaBrecque is in his third year as the Head of School. Mr. LaBrecque served as the Dean of Academic Affairs at Choate Rosemary Hall in Wallingford, Connecticut, for five years prior to spending the last five years in the Silicon Valley planning and designing a new independent middle and high school. For 29 years he has lived in and led both girls and boys dormitories at several New England independent schools. He served for eight years as the Science Department Head at Milton Academy, and taught physics and chemistry at St. Paul's School in Concord, New Hampshire, as well as at Westminster School in Simsbury, Connecticut, and The MacDuffie School for Girls, Springfield, Massachusetts. Further information about Mr. and Mrs. LaBrecque can be found on the Academy Website: http://WMAcademy.org.

In June 2002 the New England Association of Schools and Colleges (NEASC) granted the Academy another ten-year accreditation. The Visiting Committee made four major recommendations to improve the operation of the school. The Academy will report back to NEASC at the five-year mark in 2007 to report progress on these recommendations.

The Academy has embarked on several initiatives as a leader in independent school operation. In addition to a system of student-centered Directed Study to take the place of mandatory study hall, the Academy launched the Center for Entrepreneurial & Global Studies, an economics-based series of courses offered to juniors and seniors through the History department. The goal of CEGS is to prepare students for success in the interdependent world of the 21st century. In 2003 the Academy began a $150,000 merit-based scholarship program, the Bicentennial Scholars, as one way of raising the quality of its academic program. The program is modeled after the prestigious Morehead Scholarship at the University of North Carolina. The Academy is committed to bringing bright, committed students to live and study at the school. In 2005, an additional seven $15,000 Bicentennial Scholars are being added to the program, which involves co-curricular activities as well as financial assistance.

The Academy has continued a programmed series of renovations to its faculty housing situated along Main Street and Faculty Street. These external and internal renovations should ensure that the historic character of the Main Street area is maintained.

The Academy continues to maintain strong ties with the Town of Wilbraham. Many of our students are involved with local elementary and middle schools. The Academy Repertory Company and Academy Singers perform at many schools. International students visit the Wilbraham Middle School and speak to social studies classes about their countries and their culture.

Through community service students volunteer at day care and senior citizens' centers. The Academy also provides meeting space for local groups and use of its facilities for local athletic teams. We welcome the citizens of Wilbraham at concerts, dramatic performances, lectures, and athletic events on campus. The Beech Tree Summer Camp provides a stimulating day camp experience for many local youngsters. In addition, the bulk of the Academy's $10 million operating budget is spent locally.

We are extremely proud to be an important part of the Town of Wilbraham, as we have been for nearly 200 years.

Submitted,
Rodney LaBrecque, Head of School

ATHENEUM SOCIETY

The Trustees of the Atheneum Society of Wilbraham are in the process of completing the remainder project which originated with the study of the needs of the property almost ten years ago by Studio One Architects.

Preservation of the Hearse House is the final chapter in the completion of the preservation of the town property at 450 Main Street. The Hearse House is of curious origin. It was built to house the town-owned hearse, which every town I the Commonwealth had to have in colonial days to transport bodies from the place of death to the cemetery. The Hearse House was originally located near the main gate of Adams Cemetery on Tinkham Road.

For some reason, over the years, it was moved to various locations in the town, the next to last of which was on the site of the historic fire station on Crane Park Drive. When the town wanted to build a new fire station on that site in the 1940s, it was moved again to behind the house at 450 Main Street where it came to house a 1940s-era Package. Since it was a short building, a bump-out was added to the rear of the building to allow the hood the long car to be inside and out of the weather. However, even though the historic integrity of the building had been compromised, when the town purchased the Main Street property in 1977, there was enough of the original Hearse House extant to be able to make the preservation effort worth while.

In the 1988 trustee-sponsored study by architect Peter Zorzi of Studio One Architects, it was estimated that the preservation cost, from moving the building in order to install a new foundation to a new room and some basic amenities would cost about $51,000. Some of this work has already been completed: the new colonial-style wood shingle roof was finished when the Meeting House project was being done in 1999. Since that time the trustees have retained Anthenum Society member Robert Andrews, AIA, to advise them on the completion of this remainder project.

The main preservation effort still remaining is to replicate the original north façade which contains the main Hearse House door and special curved top windows, and then add them to the south side. Additional items required consist of interior display lighting and a fire and security alarm system plus an interior brick floor with brick sidewalk ramps leading in and out of both doors to allow the hearse easy ingress and egress.

The Hearse House Preservation Committee is chaired by Bud Rothery, assisted by chief fundraiser Joan D. Paris and Building and Grounds representative Peter Ablondi. There will be a town-wide fund raising event during 2005 to help with the funding of this project. To start the project, the trustees received $250 from the Wilbraham Cultural Council and they have applied for a grant from the Community Foundation to assist with construction costs.

The most important news is that local funeral director John Sampson has been approached to find and restore a one-horse hearse which will be on permanent display in the refurbished Hearse House. Gifts in any amount to help with the work can be sent to the Old Meeting House, Hearse House Restoration, at 450 Main Street.

Marcie Williams Hayn, President
Joan Paris, Vice President
Len Surdyka, Secretary
Morrie Hayn, Treasurer

Wilbraham Country Club

The Wilbraham Country Club is a privately operated golf course on town-owned land at 825 Stony Hill Road (596-8897). Club membership is open to town residents. Facilities include an 18-hole course, club house with members' lounge, and a pro shop.

Children's Museum

The Children's Museum is located at 678 Main Street (596-2472) in a town-owned building. Programs include play groups and activities for pre-school children. The facility is available for private use for a small rental fee.

Pines Community Center

The Community Center is located adjacent to a senior housing project and serves a number of functions. Formerly the home of the Senior Center and a private pre-school, the center is available to community groups for meetings, sports, rehearsals, or private events for a nominal charge (contact Recreation Department, 596-2816).

TOWN OF WILBRAHAM
Visit the web site
www.wilbraham-ma.gov

This Town Report is available in alternate formats
(large print, audio tape, etc.).
upon request

Please direct your request to
William J. Fogarty,
Town Administrator/ADA Coordinator,
240 Springfield Street, Wilbraham, MA 01095
or call (413) 596-2805.

WILBRAHAM PUBLIC LIBRARY